

Forest Lake Community Development District



ADVANCED MEETING PACKAGE

REGULAR MEETING

DATE / TIME:

Thursday, December 11 , 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

Dear Supervisors:

A Meeting of the Board of Supervisors of the Forest Lake Community Development District is scheduled for **Thursday, December 11, 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: District Counsel
District Engineer
District Records



Forest Lake

**FOREST LAKE COMMUNITY DEVELOPMENT DISTRICT
REGULAR MEETING**

Thursday, December 11, 2025 at 1:30 P.M.
Davenport City Hall 1 S Allapaha Ave. Davenport, FL 33837

VIA INTERNET

ZOOM: [LINK*](#)**

MEETING ID: 834 3998 7247

PASSCODE: 616169

VIA TELEPHONE

CALL IN: 1-305-224-1968

CONFERENCE ID: 8343 998 7247#

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. District Counsel – Kutak Rock

IV. Vendor & Staff Updates

A. Discussion of Erosion Matter on Sugarwood - Status Update from Stantec – Project is Complete

B. Field Manager

❖ Consideration of Proposal: Good Home Services - Install (2) Bracket Sets to Playground Structure - \$615

[EXHIBIT 1](#)

❖ Consideration of Proposal: Good Home Services - Pressure Wash Sidewalk at Amenity Center - \$175

[EXHIBIT 2](#)

❖ Consideration of Proposal: Good Home Services - Install New Solar Lights on Playground Structure - \$700

[EXHIBIT 3](#)

❖ Field Review Report

[EXHIBIT 4](#)

❖ Task List

[EXHIBIT 5](#)

C. Consideration of Contract for Approval for District Management Services with Haven Management Solutions

[EXHIBIT 6](#)

D. Consideration for Adoption Resolution 2026-01 - A Designation of Officers

[EXHIBIT 7](#)

E. Consideration for Adoption Resolution 2026-02 – Designating Authorized Signors [EXHIBIT 8](#)

F. Consideration for Adoption Resolution 2026-03 – Designating Dissemination Agent [EXHIBIT 9](#)

V. Administrative Items

A. Consideration of Interested Parties for Supervisor Seat 5 - Term Expires 11.2026

❖ George Thomas [EXHIBIT 10](#)

❖ Melanie Matthews [EXHIBIT 11](#)

❖ Joseph Figueroa [EXHIBIT 12](#)

❖ Remy Antoine [EXHIBIT 13](#)

B. Ratification of Good Home Services – Holiday Decorations - \$2,280 [EXHIBIT 14](#)

C. Consideration for Approval: The Minutes of the Board of Supervisors Meeting Held on November 13,2025 [EXHIBIT 15](#)

D. Consideration for Acceptance – The Unaudited Financial Statements - October 2025 [EXHIBIT 16](#)

E. Consideration for Adoption Resolution 2026-04 General Election Resolution [EXHIBIT 17](#)

VI. Other Items to Be Introduced

A. Discussion of Revising Towing Policy to Include No Semis to be Parked on Streets at Any Time, Towing of All Vehicles Parked in Street without Tags or Expired Plates

B. Discussion of Mole Issue at the Clubhouse Area

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

VIII. Supervisors’ Requests

IX. Adjournment

EXHIBIT 1

[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 # 406
Date 11/06/2025

Description	Total
Purchase (2) bracket sets to install on old Solar lights for playground This is to purchase (2) new bracket sets for old solar lighting from 1595 Aspen Ave, and to install new brackets on old lights, and install lighting on the playground	\$355.00
Install (2) 10ft Posts at the Playground This is for labor and materials to install (2) 10ft posts to install the solar lights. The posts will be set in concrete footers	\$260.00
Subtotal	\$615.00
Total	\$615.00

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 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 # 414
Date 12/02/2025

Description	Total
Pressure Wash 1595 Aspen	\$175.00
This is to pressure wash the mailbox area and the sidewalk in front of the amenities center to the playground	
Subtotal	\$175.00
Total	\$175.00

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



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 # 416
Date 12/02/2025

Description	Total
Purchase and install (2) new solar lights for playground	\$720.00
This is to purchase and install (2) new Endurance 9000 lumen solar lights for playground at 1595 Aspen Ave, to replace the (2) faulty lights at the corners of the playground	

Subtotal	\$720.00
Total	\$720.00
Deposit Due	\$500.00

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](#)



Anchor Stone Management

Monthly Maintenance Inspection Report

Area: Forest Lake Amenity Center

Month: December

Landscape Inspection Items	Score	Max Points Allowed	Points allocated	Notes
Turf - Mow, Hard Edge, & Blow		10	9	
Turf Mow - Pond Banks - No Grass Clumping or Rutting. Mowed on Schedule		10	9	
Turf Fertility - Bahia - Naturally dormant (brown) in the winter. Color & Growth Density		15	10	Brown and dry spots
Turf Fertility - Non Bahia - Color and Growth Density		15	13	
Turf Areas - Weed Control		10	5	Weeds around amenity center fields
Bed Weed Control		10	9	
Shrub & Plant Pruning & Shape - Deadheading & Appearance		10	9	
Shrub Fertility & Vitality		10	9	
Debris & Trash Management		10	7	Some trash in retention areas
Total Points Landscape Inspection Items - Failure is Deemed to be at 80% : 80 or lower	80%	100	80	
Other Landscape Maintenance Items Based on Contract Terms				Notes
Turf Fertilizer & Pesticide Management - Applied Pursuant to Months Cited in Contract Terms		10	10	
Plant Material Fertilization Management - Applied Pursuant to Contract Terms		10	10	
Tree Pruning - Trees Lifted in Accordance with Contract terms - 10' to 12"		10	10	
Reporting Requirements & District Receipt - Based on Contract Terms		20	NA	Not required by contract
Total Points Other Landscape Items - Failure is at 90%: 45 or lower	60%	50	30	
Other Landscape Supplemental Items				Notes
Annuals - Vigor & Appearance - Planted in Accordance with Contract Terms Schedule		10	9	
Mulch - Even Distribution - Not greater than 4 " Deep in Accordance with Contract Terms Schedule		10	9	
Total Points Other Landscape Supplemental Items- Failure is at 80%:16 or below	90%	20	18	
Pond Inspection Items		Max Points Allowed	Points allocated	
Pond Algae & Growth - Check for the presence of spkerush, torpedo grass and pennywort.				
Arrowhead is good plant material		50	NA	
Pond Debris & Trash in Pond and On Pond Bank		50	NA	
Total Points Pond Inspection- Failure is at 80%:80 or below	0%	100	0	
Clubhouse & Amenity Center Inspections				
All bathroom toilet bowls are clean		10	10	
All bathroom Soap and Paper Towel Dispensers are Reasonably Full		10	5	Soap dispenser not working
Bathroom Floors Are Clean		10	10	
All Paper Waste Has Been Thrown Out and Minimum Amount Remains		10	10	
If On Site Staff - Does Pool Furniture Look Wiped Down		10	10	
No Ant Beds Present		10	9	
Pool Appears to Be Cleaned		10	9	
Pool Maintenance Logs are Present		10	10	
Outside Restroom Area Trash Receptacles Appear to be Emptied Regularly		10	7	
Pet Waste Stations at the Amenity Center have Waste Station Bags and Appear to Empties Regularily		10	9	
Total Points Amenity Center Inspection. Failure is at 80%	89%	100	89	

EXHIBIT 5

[RETURN TO AGENDA](#)



FOREST LAKE CDD

TASK LIST: DECEMBER 2025

TASK	DATE ASSIGNED	ASSIGNED TO	DELIVERABLE DATE	NOTES
Erosion Matter on Sugarwood	10.09.2025	District Engineer	12.08.2025	Repair erosion on Sugarwood by ADS- Update from Dtantec on the agenda
Replace Fencing at Monument Entrance	10.09.2025	Field Services	COMPLETE	This was completed on 11.05.2025
Reivew of Tree locatiosn for Prohibited Tree plantings	10.09.2025	Field Services	12.18.2025	Provide Update for Board at Meeting - Second Folloup Letter Sent - ` Deadline is December 18th
Removal of Post at Amneity with Green Box	10.06.2025	Field Services	COMPLETE	Signage Box has been removed
Securitas	10.06.2025	District Counsel	12.11.2025	Discussion of Seucritas and Monitoring . Need Counsel update. Proposal from ECS is on the agenda
Towing	11.18.2025	District Manaeger	12.11.2025	Revise the Policy for Semis and Non Tagged or Expired Vehciles
Playground Enhancements	11.18.205	Field Services	12.11.2025	Replace solar lights on playground structure and additional lights - proposal on the agenda
Pressue Washing at Amenity	11.18.2025	Field Services	12.11.2025	Pressure Wash Playground Area to Amenity Sidewalk - Proposal on the Agenda



EXHIBIT 6

[RETURN TO AGENDA](#)



**AGREEMENT FOR
DISTRICT MANAGEMENT SERVICES**

THIS AGREEMENT (“Agreement”) is made and effective as of December 16, 2025 (“**Effective Date**”), by and between:

FOREST LAKE COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, located in Polk County, Florida, with a mailing address of 1415 Bristol Park Pl, Lake Mary, FL 32746 (the “**District**”); and

HAVEN MANAGEMENT SOLUTIONS, LLC, a Florida limited liability company, with offices located at 1415 Bristol Park Pl, Lake Mary, FL 32746 (hereinafter “**Consultant**” and together with the District, the “**Parties**”).

RECITALS

WHEREAS, the District is a local unit of special-purpose government established pursuant to the Uniform Community Development Act of 1980, as codified in Chapter 190, *Florida Statutes* (the “**Act**”), and by ordinance adopted by the Board of County Commissioners of Polk County, Florida, for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure;

WHEREAS, the District wishes to retain an independent contractor to provide professional district management services, all as more particularly described herein and in **Exhibit A**, which is incorporated herein by reference;

WHEREAS, Consultant represents and warrants to the District that it is qualified, capable and willing to provide such services and the District desires to enter into this Agreement with the Consultant for the same; and

WHEREAS, the District and Consultant warrant and agree that they have the 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. RECITALS. The recitals stated above are true and correct and by this reference are incorporated into and form a material part of this Agreement.

SECTION 2. PURPOSE; SCOPE OF SERVICES: The purpose of this Agreement is for the Consultant to provide professional district management services to the District pursuant to the Act. A brief description of these services is provided below and a detailed description is provided in **Exhibit A** to this Agreement.

A. Standard On-Going District Management Services (“Standard Services”). The Consultant shall provide the following Standard Services to the District pursuant to this Agreement:

1. **Management** – services include the conducting up to 15 board meetings and/or workshops per year, including at least one (1) four (4.0) hour regular board meeting per month, overall administration of District functions, and all required state and local filings, preparation of annual budget, purchasing and risk management;
2. **Administrative** - services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, *Florida Statutes*, and the District’s adopted Rules of Procedure, preparation and delivery of agenda;
3. **Accounting** - services include the preparation and delivery of the District’s financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity;
4. **Assessment Revenue Collection & Reporting** - services include all functions necessary for the timely billing, collection and reporting of District assessments in order to ensure adequate funds to meet the District’s debt service and operations and maintenance obligations. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments.
5. **Field Management Services** – services include oversight of field services maintenance, including managing vendor contracts relating to District facilities and landscape/irrigation maintenance.
6. **Website Administration** - Consultant shall ensure that the District’s website(s) remain in compliance with all applicable Florida law regarding the content and functionality.
7. **Dissemination Agent** - Consultant shall serve as the District’s dissemination agent under any District continuing disclosure agreements.

B. Time Frame. The Standard Services shall be provided on a monthly basis as detailed in this Agreement.

SECTION 3. ADDITIONAL SERVICES. In addition to the Standard Services described above, or in any addendum executed between the Parties, the District may, from time to time, require additional services from the Consultant. Any services not specifically provided for in the scope of services described herein or in Exhibit A, or necessary to carry out the services as

described herein, as well as any changes in the scope requested by the District, will be considered additional services (“**Additional Services**”). Additional services must be authorized by the District prior to being provided by Consultant. Such Additional Services may include, but are not limited to:

A. Meetings: Extended meetings (beyond three (4.0) hours in length), continued meetings, special/additional meetings, and/or workshops in excess of the 15 meetings or workshops per year allocated for herein;

B. Financial Reports: modifications and certifications to special assessment allocation report; true-up analysis;

C. Bond Issuance Services: preparation of the special assessment allocation report, testimony at the required bond validation court hearing, certifications, closing documents and statutorily required mailings

D. Amendment to District boundary;

E. Grant Applications;

F. Escrow Agent;

G. Community Mailings, e.g. memos, notifications of rules changes, operations and maintenance assessment notices, etc.;

H. Extraordinary public records requests that are extensive in nature, as defined by District’s adopted Rules of Procedure, requiring significant effort to fulfill.

If any Additional Services are required or requested, the Consultant will provide a detailed description of these services and fees for such services to the District for approval prior to beginning any additional services. The Consultant shall undertake the additional services after the District has issued its written approval, as evidenced by a vote of the Board of Supervisors, of the description and fees for such services to the Consultant. All Additional Services will remain subject to the terms and conditions of this Agreement.

SECTION 4. LITIGATION SUPPORT SERVICES. Upon the District’s request, the Consultant shall prepare documentation in response to litigation requests and provide necessary expert testimony in connection with litigation involving the subject matter of this Agreement. If the District requires or requests any litigation support services, the Consultant will provide a detailed description of the services and fees for such services to the District for approval prior to beginning any litigation support services. The Consultant shall undertake the litigation support services after the District has issued its written approval of the description and fees for such services to the Consultant.

SECTION 5. ADDITIONAL SERVICES PROVIDED TO THIRD PARTIES. These are services requested by third parties such as homeowners, realtors, investors or members of the

media. Such services may include, but are not limited to, estoppel letters, bond prepayment processing, and litigation support. The third party requesting such services shall be responsible for the payment of any fees charged by Consultant for providing those services to the extent authorized by law and the District's Rules of Procedure.

SECTION 6. DISTRICT MANAGER. Throughout the term of this Agreement, Patricia C. Thibault shall serve as the District Manager for the District. If at any time Patricia C. Thibault shall no longer serve as Consultant's District Manager for the District pursuant to this Agreement, Consultant shall consult with the District's Board of Supervisors regarding the succeeding District Manager hereunder. Notwithstanding the prior sentence, both Parties acknowledge that Consultant shall be acting as an independent contractor under this Agreement and any District Manager provided by Consultant, including Patricia C. Thibault, is solely employees of Consultant and not employees of the District under the meaning or application of any Federal or State Unemployment or Insurance Laws or Old Age Laws or otherwise, all as further provided in Section 27 of this Agreement, and that nothing in this Section shall prevent or prohibit Consultant from utilizing other members of its staff to assist and/or support Patricia C. Thibault in carrying out the District Manager duties and obligations.

SECTION 7. TERM. The initial term of this Agreement commences on December 16, 2025, and continue until September 30, 2026 ("**FY 2025 Term**"), unless terminated earlier by either party in accordance with the provisions of this Agreement. This Agreement shall automatically renew for additional one-year terms ("**Renewal Terms**"), unless terminated pursuant to its terms. The Consultant acknowledges that the prices of this Agreement are firm and that the Consultant may change the prices only with the District's written consent, as evidenced by a vote of the District's Board of Supervisors.

SECTION 8. FEES AND EXPENSES; PAYMENT TERMS.

A. Fees and Expenses.

1. A schedule of fees for the services provided pursuant to this Agreement is attached hereto as **Exhibit B** to this Agreement, which is attached hereto and incorporated herein. The District shall pay the Consultant for the services it provides pursuant to this Agreement in accordance with the schedule of fees in **Exhibit B**. For purposes of the Consultant's compensation for services provided pursuant to this Agreement, the District shall compensate the Consultant only for those services provided under the terms of this Agreement.
2. Unless otherwise specified by this Agreement, the Consultant will invoice the District for the Consultant's services as soon as may be practicable in advance of each month and in the amounts set forth in **Exhibit B**. The fees for those services which are not being requested at the time this Agreement is approved will be provided to the District at such time as those services are required and requested by vote of the Board of Supervisors. All invoices shall be due and payable by the District within thirty (30) days from the date of receipt of a correctly submitted invoice or as otherwise provided by the Prompt Payment Act, Chapter 218.70,

Florida Statutes. Invoices not paid within thirty (30) days of presentation shall be charged interest on the balance due at the maximum legally permissible rate.

3. Fees for the first three (3) years (i.e., the Initial Term and two (2) Renewal Terms) of the Standard Services described in this Agreement are set forth in Exhibit B; thereafter, fees for the Standard Services may be negotiated annually by the Parties. Any amendment to Standard Services fees must comply with the amendment procedure in this Agreement and must be reflected in the adopted General Fund Budget of the District. The District's adoption of the General Fund Budget shall not constitute the District's consent for payment of any expenses or change in Agreement terms.
4. In the event the District authorizes a requested change in the scope of services, Consultant shall submit, in writing to the District, a request for a fee amendment corresponding to the change in services being requested, if it has not already done so. Any change in the scope of requested services and the corresponding fee amendment shall comply with the amendment procedure in this Agreement. Such amendment must be validly executed by the Parties before Consultant is authorized to begin providing services pursuant to the change in scope and the revised fees are adopted.
5. For the purposes of this Agreement, an out-of-pocket expense is an unexpected expense that the Consultant or one of its subcontractors, if applicable, incurs during the performance of the Standard Services, as provided in this Agreement. Such out-of-pocket expenses are included in the fees shown in **Exhibit B**. Out-of-pocket expenses incurred in connection with the performance of Additional Services and Litigation Support Services will be subject to reimbursement at cost. These expenses include, but are not limited to, airfare, mileage, transportation/parking, lodging, postage, and copies.

B. Payment Terms.

1. **Standard Services.** Standard Services will be billed monthly as a fixed fee pursuant to the schedule shown in **Exhibit B**.
2. **Additional Services.** Additional Services will either be billed monthly at the Consultant's proposed hourly rate or per occurrence both as authorized by the District and negotiated by the Parties.
3. **Litigation Support Services.** Litigation Support Services will be billed monthly on an hourly basis for the hours incurred at the Consultant's proposed hourly rate, as authorized by the District and negotiated by the Parties.
4. **Out-of-Pocket Expenses.** Out-of-Pocket expenses not included under the Standard Services of the Consultant will be billed monthly as incurred.

SECTION 9. SUSPENSION OF SERVICES FOR NON-PAYMENT. Unless nonpayment is the fault of the Consultant, the Consultant shall have the right to suspend services being provided pursuant to this Agreement if the District fails to pay Consultant's invoices in a timely manner, which shall be construed as thirty (30) days from date of the invoice or as otherwise provided by the Prompt Payment Act, Section 218.70, *Florida Statutes*. Consultant shall notify the District, in writing, at least ten (10) days prior to suspending services.

SECTION 10. AMENDMENT. Amendments to, and waivers of, the provisions contained in this Agreement may be made only by an instrument in writing that is executed by both the District and the Consultant.

SECTION 11. RESPONSIBILITIES.

A. District Responsibilities. The District shall provide for the timely services of its legal counsel, engineer, and any other consultants, contractors, or employees, as required, for the Consultant to perform the duties outlined in this Agreement. Expenses incurred in providing this support shall be the sole responsibility of the District unless specified herein.

B. Limitations of Responsibilities. To the extent not referenced herein, and to the extent consistent with Section 190.006, *Florida Statutes*, Consultant shall not be responsible for the acts or omissions of any other Consultant or any of its subcontractors, suppliers, or of any other individual or entity performing services as part of this Agreement which are not under the control of the Consultant. Consultant shall not be liable for any damage that occurs from Acts of God, which are defined as those caused by windstorm, hail, fire, flood, hurricane, freezing, or other similar occurrences of nature.

SECTION 12. TERMINATION. This Agreement may be terminated as follows:

A. By the District for "good cause" immediately, which shall include, but is not limited to, misfeasance, malfeasance, nonfeasance, or dereliction of duties by the Consultant. Termination for "good cause" shall be effected by written (electronic) notice to Consultant. Consultant shall provide sixty (60) days of services for no charge if terminated by the District for "good cause".

B. By the Consultant for "good cause" immediately, which shall include, failure of the District to timely pay Consultant for services rendered in accordance with the terms set forth in this Agreement, malfeasance, nonfeasance, or dereliction of duties by the District, or upon request or demand by the Board, or any member thereof, for Consultant to undertake any action or implement a policy of the Board which Consultant deems unethical, unlawful, or in contradiction of any applicable federal, state, or municipal law or rule. Termination for "good cause" shall be effected by written (electronic) notice to District.

C. By the Consultant or District, for any reason, upon provision of a minimum of sixty (60) days written (electronic) notice of termination to the address noted herein.

D. Upon any termination of this Agreement, the Consultant shall be entitled to payment for all services rendered pursuant to this Agreement up until the effective date of the

termination of this Agreement, subject to whatever claims or off-sets the District may have against the Consultant.

E. Upon a provision of notice of termination by either party, Consultant shall, at no additional cost to the District, take all reasonable and necessary actions to provide for an orderly transfer of the books, records, assets, and funds of the District to the District or its designee, which transfer shall begin immediately or as otherwise directed by the District, in the District's sole discretion. In all circumstances, Consultant shall comply with the obligations contained in subsections 119.021(4), Florida Statutes as may be amended from time to time. The Consultant's obligation to transfer the District's books, records, funds, and assets shall survive the termination of this Agreement.

SECTION 13. GENERAL TERMS AND CONDITIONS.

A. The Consultant and its officers, supervisors, staff, and employees shall use due care to protect the property of the District, its residents, and landowners from damage. The Consultant agrees to take steps to repair any damage resulting from the Consultant's activities and work pursuant to the Agreement within twenty-four hours (24) hours.

B. Dissolution or court declared invalidity of the District shall not relieve the District of compensation due for services theretofore rendered.

SECTION 14. APPLICABLE LAW AND VENUE. THIS AGREEMENT SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF FLORIDA WITHOUT REFERENCE TO THE PRINCIPLES OF CONFLICT OF LAWS. EXCEPT FOR ACTIONS SEEKING INJUNCTIVE RELIEF (WHICH MAY BE BROUGHT IN ANY APPROPRIATE JURISDICTION), SUITS UNDER THIS AGREEMENT SHALL ONLY BE BROUGHT IN A COURT OF COMPETENT JURISDICTION IN THE COUNTY OF POLK, STATE OF FLORIDA. THIS CHOICE OF VENUE IS INTENDED BY THE PARTIES TO BE MANDATORY AND NOT PERMISSIVE IN NATURE, AND TO PRECLUDE THE POSSIBILITY OF LITIGATION BETWEEN THE PARTIES WITH RESPECT TO, OR ARISING OUT OF, THIS AGREEMENT IN ANY JURISDICTION OTHER THAN THAT SPECIFIED IN THIS SECTION. EACH PARTY WAIVES ANY RIGHT IT MAY HAVE TO ASSERT THE DOCTRINE OF FORUM NON CONVENIENS OR SIMILAR DOCTRINE OR TO OBJECT TO VENUE WITH RESPECT TO ANY PROCEEDING BROUGHT IN ACCORDANCE WITH THIS SECTION.

SECTION 15. INDEMNIFICATION.

A. District Indemnification. To the extent allowable under applicable law (and only to the extent of the limitations of liability set forth in Section 768.28, *Florida Statutes*), except to the extent caused by the negligence, reckless, and/or willful misconduct of the Consultant, the District agrees to indemnify, defend, and hold harmless the Consultant and its officers, supervisors, staff, and employees from and against any and all liability, claims, actions, suits, demands, assessments or judgments asserted and any and all losses, liabilities, damages, costs, court costs, and expenses,

including attorney's fees, that Consultant may hereafter incur, become responsible for, or be caused to pay out arising out of or relating to the negligent or intentionally wrongful acts or omissions of the District. The indemnification provided for herein shall not be deemed exclusive of any other rights to which the Consultant may be entitled and shall continue after the Consultant has ceased to be engaged under this Agreement.

B. Consultant Indemnification. The Consultant agrees to indemnify, defend, and hold harmless the District and its officers, supervisors, staff, and employees from and against any and all liability, claims, actions, suits, demands, assessments or judgments asserted and any and all losses, liabilities, damages, costs, court costs, and expenses, including attorney's fees, that the District may hereafter incur, become responsible for, or be caused to pay out arising out of or relating to the failure to perform under this Agreement or at law, or negligent, reckless, and/or intentionally wrongful acts or omissions of the Consultant. The indemnification provided for herein shall not be deemed exclusive of any other rights to which the District may be entitled and shall continue after the Consultant has ceased to be engaged under this Agreement. Additionally, nothing in this Agreement requires Consultant to indemnify the District for the District's percentage of fault if the District is adjudged to be more than 50% at fault for any claims against the District and Consultant as jointly liable parties; however, Consultant shall indemnify the District for any and all percentage of fault attributable to Consultant for claims against the District, regardless of whether the District is adjudged to be more or less than 50% at fault.

C. Sovereign Immunity; Indemnification Obligations. Nothing herein shall be construed to waive or limit the District's sovereign immunity limitations of liability as provided in Section 768.28, *Florida Statutes*, or other applicable law. Indemnification obligations under this Agreement 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, attorneys' fees, paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings), any interest, expenses, damages, penalties, fines, or judgments as ordered.

SECTION 16. INSURANCE.

A. The District shall provide and maintain Public Official Liability and General Liability insurance policies, each in an amount not less than One Million Dollars (\$1,000,000.00) throughout the term of this Agreement.

B. The Consultant shall provide and maintain the following levels of insurance coverage at all times throughout the term of this Agreement:

1. Worker's Compensation Insurance in accordance with the laws of the State of Florida.
2. General Liability Insurance with the limit of One Million Dollars (\$1,000,000.00) per each occurrence.
3. Professional Liability Insurance with limit of no less than One Million Dollars (\$1,000,000.00) per each occurrence.

4. Employment Practices Liability Insurance with limit of Two Million Dollars (\$2,000,000.00) per each occurrence.
5. Comprehensive Automobile Liability Insurance for all vehicles used by the Consultant's staff, whether owned or hired, with a combined single limit of One Million Dollars (\$1,000,000.00).

C. Except with respect to Professional Liability and Worker's Compensation insurance policies, the District and its officers, supervisors, staff, and employees will be listed as additional insureds on each insurance policy described above. None of the policies above may be canceled during the term of this Agreement (or otherwise cause the District to not be named as an additional insured where applicable) without thirty (30) days written notice to the District. Consultant will furnish the District with a Certificate of Insurance evidencing compliance with this section upon request. Insurance should be from a reputable insurance carrier, licensed to conduct business in the State of Florida.

D. If the Consultant fails to secure or maintain the required insurance, the District has the right (without any obligation to do so) to secure such required insurance, in which event the Consultant shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance.

SECTION 17. ASSIGNMENT. Neither the District nor the Consultant may assign this Agreement or any monies to become due hereunder without the prior written approval of the other. Any assignment attempted to be made by the Consultant or the District without the prior written approval of the other party is void.

SECTION 18. COMPLIANCE WITH PUBLIC RECORDS LAWS. Consultant understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Consultant agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, *Florida Statutes*. Consultant acknowledges that the designated public records custodian for the District is **Patricia Thibault** ("**Public Records Custodian**"). Among other requirements and to the extent applicable by law, the Consultant 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*, and the District's Rules of Procedure; 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 Agreement term and following the Agreement term if the Consultant does not transfer the records to the Public Records Custodian of the District; 4) follow the District's Records Request Policy; and 5) upon completion of the Agreement, transfer to the District or its designee, at no cost, all public records in Consultant'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 the Consultant, the Consultant 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 Office products, Adobe PDF formats, or the other information technology systems of the District.

IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT’S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (407) 221-9153, OR BY EMAIL AT PATRICIA@ANCHORSTONEMGT.COM, OR BY REGULAR MAIL AT 1415 BRISTOL PARK PL, LAKE MARY, FLORIDA 32746.

SECTION 19. NOTICES. All notices, requests, consents and other communications under this Agreement (“Notices”) shall be electronic or in writing and delivered, mailed by First Class Mail, postage prepaid, or overnight delivery service, to the parties, as follows:

If to the District: Forest Lake Community Development District
c/o Haven Management Solutions, LLC
1415 Bristol Park Pl Lake Mary, Florida 32746
Attn: District Manager

With a copy to: Kutak Rock LLP
107 West College Avenue
Tallahassee, Florida 32301
Attn: District Counsel
Email: Kyle.Magee@KutakRock.com

If to the Consultant: Haven Management Solutions, LLC
1415 Bristol Park Pl
Lake Mary, Florida 32746
Attn: Patricia Thibault
Email: _____

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above or delivered electronically with return receipt. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States Government shall not be regarded as business days. Counsel for the District and counsel for the Consultant may deliver Notice on behalf of the District and the Consultant, respectively. Any party or other person to whom Notices are to be sent or copied may notify the other 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 herein.

SECTION 20. EFFECTIVE DATE. This Agreement shall become effective as of the Effective Date first written above and shall remain effective until terminated by either the District or the Consultant in accordance with the provisions of this Agreement.

SECTION 21. 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.

SECTION 22. AGREEMENT; CONFLICTS. This instrument, together with accompanying **Exhibits A and B**, shall constitute the final and complete expression of this Agreement between the District and the Consultant relating to the subject matter of this Agreement. To the extent of any conflict between this instrument and **Exhibits A and B** this instrument shall control.

SECTION 23. ENFORCEMENT OF AGREEMENT; PROTECTION AGAINST THIRD-PARTY INTERFERENCE. A default by either the District or the Consultant 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. In the event that either the District or the Consultant is required to enforce this Agreement by court proceedings or otherwise, then the prevailing Party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings. 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 24. THIRD PARTY BENEFICIARIES. This Agreement is solely for the benefit of the District and the Consultant 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, express or implied, is intended or shall be construed to confer upon any person or corporation other than the District and the Consultant 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 District and the Consultant and their respective representatives, successors, and assigns.

SECTION 25. COMPLIANCE WITH GOVERNMENTAL REGULATION. The Consultant shall keep, observe, and perform all requirements of applicable local, State, and Federal laws, rules, regulations, and ordinances. If the Consultant 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 a 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 Consultant 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 of an alleged violation, the District may terminate this Agreement, such termination to be effective immediately upon the giving of notice of termination.

SECTION 26. ARM'S LENGTH TRANSACTION. This Agreement has been negotiated fully between the District and the Consultant as an arm's length transaction. The District and the Consultant 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 deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.

SECTION 27. INDEPENDENT CONTRACTOR STATUS. In all matters relating to this Agreement, the Consultant shall be acting as an independent contractor. Neither the Consultant nor employees of the Consultant 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 Consultant agrees to assume all liabilities or obligations imposed by any one or more of such laws with respect to employees of the Consultant in the performance of this Agreement. The Consultant shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and the Consultant 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 28. 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 29. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument.

[SIGNATURES BEGIN ON THE FOLLOWING PAGE]

IN WITNESS WHEREOF, the Parties each intend to enter this Agreement, understand the terms set forth herein, hereby agree to those terms, and have executed this Agreement on the Effective Date first written above.

ATTEST:

**FOREST LAKE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chairperson / Vice Chairperson,
Board of Supervisors

WITNESS:

**HAVEN MANAGEMENT SOLUTIONS,
LLC**

(Print Name)

By: _____
Its: _____

Exhibit A: Scope of Services
Exhibit B: Schedule of Fees

Exhibit A: Scope of Services

FOREST LAKE COMMUNITY DEVELOPMENT DISTRICT

DISTRICT MANAGEMENT – SCOPE OF SERVICES

Task 1 - MANAGEMENT

- A. Attend and conduct all regularly scheduled and special Board of Supervisors meetings, Landowners' meetings, continued meetings, hearings and workshops. Arrange for time and location and all other necessary logistics for such meetings, hearings, etc.
- B. Bid proposal should be based on twelve (12) meetings per year plus one (1) budget workshop for a total of thirteen (13) meetings, each 4 hours in length
- C. Ensure compliance with all statutes affecting the district.
- D. Provide an office location to handle and respond to written, phone or e-mail inquiries from the public.

Task 1 – ADMINISTRATIVE

- A. Agenda Preparation, record keeping in accordance with Florida law, prepare accurate meeting minutes, filing of records/reports with local/state agencies including the Florida Commission on Ethics, provide administrative support services to the District Manager
- B. Prepare and publish all meeting and workshop notices
- C. Respond to public records requests as required by law and in compliance with the Rules of Procedure and the District's adopted public records policy
- D. Tablets/electronic device for Supervisors use at meetings

Task 1 - ACCOUNTING

- A. Monthly accounts payable, construction and capital program accounting, monthly production of Unaudited Financial Statements, Filing the Annual Financial Report, Filing the Annual Independent Audit, and other usual and customary accounting services required of CDD's
- B. Budget preparation shall include calculation of operation and maintenance assessments

Task 2 – ASSESSMENT ADMINISTRATION SERVICES

- A. Assessment Roll Preparation and Re-amortization schedule, preparing of the assessment roll and the timely submittal of the roll to the tax collector. Certification, direct billing, and funding request processing
- B. Estoppel letters, bond payoff information and other collection related work shall be provided to property owner and realtors. Estoppels will be billed at state approved levels

Task 3 – DISSEMINATION AGENT SERVICES

- A. Payment made annually in the month of October each year.
- B. Providing the ongoing disclosure requirements and duties listed in the agreements of all series of Bonds issued by the District, facilitating the District's compliance with the Securities and Exchange Commission's Rule 15c2-12(b)(5).

ADDITIONAL SERVICES

Additional District Meetings – proposed hourly fee to be charged for each hour past the initial 4-hour meeting timeframe included in the scope of services.

FOREST LAKE COMMUNITY DEVELOPMENT DISTRICT

**FIELD & AMENITY MANAGEMENT – SCOPE
OF SERVICES**

Task 4 – Field & Amenity Management

Oversight of vendors, submitting one (1) written monthly Field Services Report, to be included in the Board meeting agenda.

Conduct three (3) site visits per month for the purpose of inspecting landscape and pond maintenance in accordance with District's agreements and meeting with District vendors and contractors.

Attend monthly Board meetings, including in person at the request of the Board, to review the monthly Field Services Report with the Board.

Execute the direction from Board meetings related to Field & Amenity Services, including soliciting proposals, and coordinating field services work.

Exhibit B – Schedule of Fees



Haven Management Solutions

Fee Schedule & Pricing Overview - No Increase in Pricing for Three Years No Increase in Pricing from Prior District Management

TASK	DETAIL	PRICING		
		Year 1	Year 2	Year 3
Task 1	Management	\$ 43,800	\$ 43,800	\$ 43,800
Task 2	Assessment Revenue Collections & Reporting	\$ 5,000	\$ 5,000	\$ 5,000
Task 3	Dissemination Agent	\$ 5,000	\$ 5,000	\$ 5,000
Task 4	Field Management	\$ 16,000	\$ 16,000	\$ 16,000
Task 5	Amenity Management	\$ 9,500	\$ 9,500	\$ 9,500
	ANNUAL TOTAL	\$ 79,300	\$79,300	\$ 79,300
ADDITIONAL SERVICES				
	District Management - Hourly Rate for Additional district meetings or Meetings over 4 hours - Includes 15 Meetings	\$ 125	\$ 125	\$ 125

Field Services includes three monthly visits and two reports per month for the purpose of inspecting landscape and pond maintenance in accordance with District’s agreements as well as meeting with District vendors and contractors.

Task lists - “what have we done for you lately” - will be incorporated and presented for each agenda package to advance transparency to the residents and the Board as to what the management team is working on.

Note: Haven Management Solutions is not affiliated with, endorsed by, or a rebrand of any other company with a like or similar name.



EXHIBIT 7

[RETURN TO AGENDA](#)



RESOLUTION 2026-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE FOREST LAKE COMMUNITY DEVELOPMENT DISTRICT DESIGNATING CERTAIN OFFICERS OF THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Forest Lake Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the Board of Supervisors of the District (the “Board”) desires to designate certain Officers of the District.

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

SECTION 1. The following persons are appointed to the offices shown:

Chairperson	Frank Rivera
Vice Chairperson	Randi Ribarich
Secretary	Paricia Thibault
Assistant Secretary	Jose Cortez
Assistant Secretary	Jose Montalvo
Assistant Secretary	_____
Assistant Secretary	_____
Assistant Secretary	_____
Treasurer	Patricia Thibault

SECTION 2. This Resolution supersedes any prior appointments made by the Board. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 11th day of December, 2025.

ATTEST:

FOREST LAKE COMMUNITY DEVELOPMENT DISTRICT

Secretary / Assistant Secretary

Chairperson, Board of Supervisors

EXHIBIT 8

[RETURN TO AGENDA](#)



RESOLUTION 2026-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE FOREST LAKE COMMUNITY DEVELOPMENT DISTRICT DIRECTING THE DISTRICT MANAGER TO ESTABLISH A LOCAL BANK ACCOUNT AND APPOINT SIGNORS ON THE ACCOUNT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Forest Lake Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the District’s Board of Supervisors desires to establish a local bank account for the District and appoint Patricia Thibault, Frank Rivera and Jose Cortez as signors on the account

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

1. **DESIGNATING AUTHORIZED SIGNATORIES.** The District Manager is directed to establish a local bank account at South State Bank for the District. Patricia Thibault, Frank Rivera and Jose Cortez shall be appointed as signors on the account.

2. **EFFECTIVE DATE.** This Resolution shall take effect December 15, 2025 and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 11th day of December, 2025.

ATTEST:

FOREST LAKE COMMUNITY DEVELOPMENT DISTRICT

Secretary/Assistant Secretary

Chairperson/Vice Chairperson, Board of Supervisors

EXHIBIT 9

[RETURN TO AGENDA](#)



RESOLUTION 2026-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE FOREST LAKE COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE DISSEMINATION AGENT OF THE DISTRICT AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the FOREST LAKE Community Development District (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 District previously entered those certain Continuing Disclosure Agreements, dated September 29, 2020, and May 24, 2022 (together, the “CDA”), which contemplate that the District may appoint a Dissemination Agent by filing a written copy of such appointment with the Trustee (as defined in the CDA) and upon written acceptance of such designation by the appointed Dissemination Agent; and

WHEREAS, the Board desires to appoint and remove its Dissemination Agent under the CDA.

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

SECTION 1. Haven Management Solutions, LLC is hereby appointed as Dissemination Agent under the CDA effective December 15, 2025. This appointment supersedes any appointments of Dissemination Agent made by the Board prior to December 15, 2025. Evidence of acceptance by Haven Management Solutions, LLC of such appointment is provided in that certain *Agreement for District Management Services* between the District and Haven Management Solutions, LLC, a copy of which can be requested from the District.

SECTION 2. This Resolution shall take effect on December 15, 2025.

PASSED AND ADOPTED this 11th day of December 2025.

ATTEST:

**FOREST LAKE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chair/Vice Chair, Board of Supervisors

EXHIBIT 10

[RETURN TO AGENDA](#)





CDD board members interest

From George Thomas <njthomas2860@gmail.com>

Date Wed 11/19/2025 9:39 AM

To Patricia Thibault <Patricia@AnchorstoneMgt.com>

Please accept my interest as a candidate for this position.

I meet all of the qualifications for this position.

If you need any additional information please let me know.

George Thomas
Forest Lake resident
1015 Sugarwood st
Davenport, Florida 33837

Phone number 732-423-9208.

EXHIBIT 11

[RETURN TO AGENDA](#)



Melanie D. Matthews

Contact information

(770) 318-4471
mrmrsmatthews2002@gmail.com
1088 Sugarwood St., Davenport, FL 33837

To

Patricia Thibault
Forest Lake Community Development District
1595 Aspen Avenue, Davenport, FL 33837-1413

Dear Patricia Thibault and Members of the CDD Board,

I am writing to express my interest in serving on the Forest Lake Community Development District Board. As a resident committed to the continued growth, maintenance, and long-term success of our community, I am eager to contribute my time, skills, and judgment to the Board's work along with supporting the district's goals of effective governance, community improvement, and responsible financial stewardship. My background in accounting and education has equipped me with the ability to collaborate effectively, evaluate community matters objectively, and support sound financial and infrastructure decisions.

If appointed, my goals for Forest Lake include:

- Supporting transparent communication between the Board and residents
- Promoting responsible budgeting and financial oversight
- Helping ensure that community amenities, landscaping, and infrastructure remain well-maintained and aligned with long-term planning
- Contributing to decisions that enhance property values and overall resident satisfaction

I am committed to serving with professionalism, integrity, and respect for the diverse perspectives within our community. Thank you for considering my candidacy. I welcome the opportunity to contribute and look forward to the chance to serve and to support continued success of our Forest Lake community.

Sincerely,

Melanie D. Matthews

Melanie D. Matthews
November 25, 2025

EXHIBIT 12

[RETURN TO AGENDA](#)



SEAT 5 VACANCY

From Joseph Figueroa <figueroaj900@gmail.com>

Date Tue 11/18/2025 4:29 PM

To Patricia Thibault <Patricia@AnchorstoneMgt.com>

Good afternoon ma'am,

Hope all is well. My name is Joseph Figueroa and I live at 2287 canyon oak drive Davenport, Florida 33837. I'm writing to you in regards to the CDD board vacancy. I would like to express my interest in the vacancy. Thank you for your time.

Joseph Figueroa
Cell: 407-201-1455

Sent from my iPhone

EXHIBIT 13

[RETURN TO AGENDA](#)



Statement of Interest – Forest Lake CDD Board of Supervisors

From Remy Antoine <remy.antoine1012@gmail.com>

Date Sun 11/23/2025 8:59 AM

To Patricia Thibault <Patricia@AnchorstoneMgt.com>

Dear Members of the Forest Lake Community Development District Board,

My name is Remy Antoine, and I am writing to formally express my interest in serving on the Board of Supervisors of the Forest Lake Community Development District.

Since moving into the community, I have grown deeply invested in its long-term development, financial health, and the overall quality of life for the families who call Forest Lake home. I believe that strong, consistent leadership and transparent communication are essential as our neighborhood continues to grow and evolve.

Professionally, my background includes extensive experience in operations, training, strategic planning, and community-focused leadership. I am comfortable reviewing budgets, coordinating large projects, and helping teams work toward shared goals. Personally, I care about ensuring that our CDD remains responsible, well-managed, and aligned with the needs of residents, both today and in the future.

If selected, I will bring integrity, strategic thinking, and an open, collaborative approach to the Board. I would welcome the opportunity to serve my community and contribute positively to the work already being done.

Thank you for your consideration. Please let me know if there is any additional information I can provide.

Sincerely,

Remy Antoine

Forest Lake Resident

EXHIBIT 14

[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 # 417
Date 12/03/2025

Patricia Thibault

Executed on Behalf of CHairman via text
12.03.2025

Description	Total
White C9 LED Christmas light strands for (6) monuments C9 LED White Christmas lights for (6) monuments	\$305.00
(7) 15 ft Extension cords These extnsion cords are to connect from the outlet to run over to where the lighting starts	\$125.00
(6) 48 inch LED pre lit Christmas wreaths	\$625.00
(6) 23 inch Bows for the wreaths	\$75.00
Labor to install lighting at monuments and amenities center	\$500.00
Light removal after Christmas season This includes removal of lighting and purchasing a bin for storage	\$350.00
(12) Garlands for the six monuments	\$300.00

Subtotal	\$2,280.00
<hr/>	
Total	\$2,280.00
<hr/>	
Deposit Due	\$1,140.00

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 15

[RETURN TO AGENDA](#)



**MINUTES OF 11/13/25 REGULAR MEETING
FOREST LAKE COMMUNITY DEVELOPMENT DISTRICT**

The Meeting of the Board of Supervisors of the Forest Lake Community Development District was held Thursday, November 13, 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 District Manager Ms. Thibault. Roll was called and a quorum was confirmed with the following Board 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..... Board of Supervisors, Assistant Secretary

Also present were:

- Patricia ThibaultDistrict Manager, Anchor Stone Management
- Kyle Magee (via conference) District Counsel, Kutak Rock Law Firm
- Vasily Kostakis (via conference)Stantec

Ms. Thibault called the meeting to order and conducted roll call. Present were Chairman Rivera, Vice Chair Ribarich, Supervisor LeMeur, Supervisor Cortez, and Supervisor Montalvo. It was acknowledged that a quorum was established.

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

The Chair opened the floor for audience comments on agenda items. A resident, Mr. Jonathan of 2620 Magnolia Avenue, addressed the Board regarding concerns involving an ongoing dispute with a neighboring property. The Board acknowledged his comments. No other comments were offered by attendees or via Zoom.

III. District Counsel – Kutak Rock - Jere Earlywine

Mr. Magee spoke of the Securitas three-in-one security monitoring service, the weekend guard, and equipment lease agreement and opportunities to terminate without the burden of full buy-out payment.

On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH ALL IN FAVOR, the Board authorized the District Counsel to terminate the contract with Securitas should there be an opportunity to do so without cost for the Forest Lake Community Development District.

IV. Vendor & Staff Updates

A. Discussion of Erosion Matter on Sugarwood - Status Update from Stantec

Mr. Kostakis provided an update on the erosion area along Sugarwood, noting that revised bids are expected and that coordination with the contractor is ongoing. The Board briefly discussed next steps and will review the updated proposal once received.

On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH ALL IN FAVOR, the Board authorized the District Counsel to prepare the agreement and coordinate with ADS for the erosion project for the Forest Lake Community Development District.

Mr. Kostakis provided an update on the erosion concerns at 1124 Sugarwood. Following brief discussion, the Board directed staff to proceed with formal communication to the homeowner.

On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH ALL IN FAVOR, the Board approved authorizing staff and District Counsel to prepare and issue a letter to the homeowner at 1124 Sugarwood regarding the observed erosion conditions for the Forest Lake Community Development District.

47 **B. Field Manager**

48 **❖ Consideration of Proposal: Good Home Services for Light Fixture at Chickasaw and Holly Hill -**
49 **\$175**

50 The Board reviewed the Good Home Services proposal in the amount of \$175 to replace the light fixture at Chickasaw and
51 Holly Hill. The Board agreed the repair was needed and acceptable.

52 On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH ALL IN FAVOR, the Board approved
53 the Good Home Services proposal for \$175 to replace the light fixture at Chickasaw and Holly Hill for the Forest Lake
54 Community Development District.

55 **❖ Field Review Report**

56 The Field Manager provided a brief update on recent site conditions and ongoing maintenance items throughout the
57 community. No Board action was required.

58 **❖ Task List**

59 The Board reviewed the current task list and received brief updates on the status of open items. No action was required at this
60 time.

61 **C. Consideration of Proposal from ECS for Camera Monitoring**

62 **❖ Monitoring of 4 Cameras – Monthly - \$240. Current contract is \$689.37**

63 The Board reviewed the ECS proposal to monitor four cameras at a monthly rate of \$240, noting this represents a reduction
64 from the current \$689.37 monitoring contract. The Board agreed the revised rate was favorable.

65 On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH ALL IN FAVOR, the Board approved
66 the ECS proposal for camera monitoring at a monthly cost of \$240 for the Forest Lake Community Development District.

67 **❖ Equipment Bridge Needed for Monitoring – Password Provided - \$880**

68 **❖ Equipment Bridge Needed for Monitoring – Without Password Provided - \$1,580**

69 The Board reviewed two pricing scenarios for the equipment bridge required for ECS monitoring: \$880 with password access,
70 or \$1,580 without access. The Board directed staff to first request the necessary password before determining the appropriate
71 option. No motion was made.

72 **D. Consideration of Cooper Pools Proposal for Stenner Pump (chemical disposer) - \$700**

73 The Board reviewed the Cooper Pools proposal in the amount of \$700 for replacement of the Stenner pump (chemical
74 dispenser). The Board agreed the replacement was necessary.

75 On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH ALL IN FAVOR, the Board approved
76 he Cooper Pools proposal for \$700 for the Stenner pump replacement for the Forest Lake Community Development
77 District.

78 **V. District Manager**

79 **❖ Discussion of Holiday Dates for No Towing**

80 District Manager Ms. Thibault and the Board discussed establishing specific holidays during which towing enforcement
81 would be suspended, including Thanksgiving Day and the following day, Christmas Eve, Christmas Day and the following
82 day, and New Year's Eve and New Year's Day.

83 On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH ALL IN FAVOR, the Board approved
84 the establishment of a holiday no-towing schedule, authorizing suspension of towing enforcement on Thanksgiving Day
85 and the following day, Christmas Eve, Christmas Day and the following day, and New Year's Eve and New Year's Day
86 for the Forest Lake Community Development District.

88 The Board discussed the need for a formal agreement with the HOA regarding installation of holiday decorations on the
89 community monuments. Counsel advised that a written letter agreement would provide appropriate liability protection.

90 On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH ALL IN FAVOR, the Board authorized
91 the District Counsel to prepare a letter agreement with the HOA regarding the placement of holiday decorations on the
92 monuments for the Forest Lake Community Development District.

93 ❖ **Discussion on Horizons Elementary School Crossing Guard**

94 District Manager Ms. Thibault informed the Board of the ongoing concerns related to the school crossing guard at Horizons
95 Elementary. The Board briefly discussed the issue; no action was required at this time.

96 **VI. Administrative Items**

97 **A. Consideration for Ratification**

98 The Board reviewed the invoices presented for ratification, including recent work performed by Good Home Services at
99 various locations within the community.

100 ❖ **Good Home Services - Replace 7 GFCI at Monuments for Lighting - \$630**

101 ❖ **Good Home Services – Remove Bulletin Board - \$50**

102 ❖ **Good Home Services – Remove Two Solar Lights - \$100**

103 On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH ALL IN FAVOR, the Board approved
104 the Ratification of the Good Home Services invoices totaling \$780, consisting of \$630 for replacing seven GFCI outlets
105 at the monuments, \$50 for removal of the bulletin board, and \$100 for removal of two solar lights for the Forest Lake
106 Community Development District.

107 **B. Consideration for Approval: The Minutes of the Board of Supervisors Regular Meeting Held on October 9,**
108 **2025**

109 Ms. Thibault presented the minutes of the October 9, 2025 Regular Meeting for Board approval. The Board approved the
110 minutes as presented.

111 On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH ALL IN FAVOR, the Board approved
112 the Minutes of the Board of Supervisors Regular Meeting Held on October 9, 2025 for the Forest Lake Community
113 Development District.

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

116 Ms. Thibault presented the Unaudited Financial Statements for the period July 14, 2025 through September 30, 2025. The
117 Board reviewed the reports and accepted the financial statements as presented.

118 On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH ALL IN FAVOR, the Board approved
119 to accept the Unaudited Financial Statements for the period July 14, 2025 to September 30, 2025 for the Forest Lake
120 Community Development District.

121

122 **VII. Other Items to Be Introduced**

123 **A. Discussion of District Removing Trees from District Owned Right-of-Way – on Aspen**

124 The Board discussed the removal of trees located within the District-owned right-of-way on Aspen. Staff was directed to
125 evaluate the condition of the trees and proceed with removal as appropriate. No formal Board action was required.

126 **B. Consideration of Proposal for Tree Removal on Magnolia**

127 ❖ **Mele Environmental - \$600**

128 ❖ **Good Home Services - \$325**

129 The Board reviewed two proposals for tree removal on Magnolia: Mele Environmental for \$600 and Good Home Services
130 for \$325. Following discussion, the Board elected to move forward with the lower-cost proposal from Good Home Services.

131 On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH FOUR IN FAVOR and Supervisor
132 LeMeur OPPOSED, the Board approved to accept the Good Home Services proposal in the amount of \$325 for tree
133 removal on Magnolia for the Forest Lake Community Development District.

134 **C. Consideration of Good Home Service Proposals for Solar Lights at Swingset**

135 ❖ **Purchase Bracket Sets to Install Taken Down Solar Lights - \$355**

136 ❖ **Purchase & Install New Solar Lights for Playground - \$725**

137 The Board reviewed two proposals from Good Home Services: \$355 to purchase bracket sets and reinstall the removed solar
138 lights, and \$725 to purchase and install new solar lights at the playground. The Board discussed lighting needs and safety
139 concerns at the swing set but took no action at this time.

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

141 No audience comments were offered under New Business, either in person or via Zoom.

142 **IX. Supervisors Requests**

143 **Supervisor LeMeur Resignation**

144 Supervisor LeMeur announced his resignation from the Board. The Board expressed appreciation for his service and
145 proceeded with the required actions regarding the vacancy.

146 On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH ALL IN FAVOR, the Board accepted
147 resignation of Supervisor LeMeur effective at the conclusion of the November 13, 2025 Board meeting for the Forest
148 Lake Community Development District.

149 Following that motion, the Board gave direction to the Staff.

150 On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH ALL IN FAVOR, the Board approved
151 authorizing staff and District Counsel to initiate the statutory process to fill the Seat 5 Board vacancy created by
152 Supervisor LeMeur's resignation, including advertising the vacancy and accepting applications from qualified residents
153 for the Forest Lake Community Development District.

154

155 **X. Adjournment**

156 There being no further business to discuss, the meeting was adjourned.

157 On a MOTION by Chairman Rivera, SECONDED by Vice Chair Ribarich, WITH ALL IN FAVOR, the Board adjourned
158 the Board of Supervisors Regular Meeting for the Forest Lake Community Development District.

159

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

163
164 The meeting minutes were approved by a vote of the Board of Supervisors during a publicly noticed meeting held on
165 **December 11, 2025.**

166
167
168
169 _____
170 **Signature**

166
167
168
169 _____
170 **Signature**

171
172
173
174
175 _____
Printed Name Secretary Assistant Secretary

171
172
173
174
175 _____
Printed Name Chairman Vice Chairman

EXHIBIT 16

[RETURN TO AGENDA](#)



Forest Lake Community Development District

**Summary Financial Statements
(Unaudited)**

October 31, 2025

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

		General Fund
1	<u>Assets:</u>	
2	Operating Account-SS	\$ 6,720
3	Money Market Account- SS	344,600
4	Accounts Receivable	-
5	Assessments Receivable-On Roll	-
6	Excess Fees - Receivable	-
7	Due from Other Funds	6,899
8	Prepaid Expenses	-
9	Deposits	-
10	TOTAL ASSETS	358,220
11	Liabilities:	
12	Accounts Payable	9,089
13	Accrued Expenses	-
14	Deffered Revenue-On Roll	-
15	Due to Other Funds	1,734
16	TOTAL LIABILITIES	10,823
17	Fund Balance	
18	Non-Spendable	-
19	Assigned: Capital Reserves	-
20	Assigned:2-Month Operating Capital	102,959
21	Unassigned	244,438
22	TOTAL LIABILITIES AND FUND BALANCE	\$ 358,220

Forest Lake CDD
General Fund
Statement of Revenue, Expenditures and Change in Fund Balance
For the Period of October 1, 2025 through October 31, 2025

	FY2026 Adopted Budget	FY 2026 Budget Year to Date	FY 2026 Actual Year to Date	Variance Over / (Under) Budget
1 Revenues:				
2 Assessments - Tax Roll	\$ 578,091	\$ -	\$ -	-
3 Interest	-	-	771	771
4 Misc Revenue	-	-	-	-
5 On Roll Excess Fees	-	-	-	-
6 TOTAL REVENUE	-	-	771	771
7 Expenditures:				
8 Administrative				
9 Supervisor Fees	12,000	1,000	1,000	-
10 Engineering	15,000	1,250	-	1,250
11 Attorney	30,000	2,500	39,093	(36,593)
12 Annual Audit	6,800	567	-	567
13 Assessment Administration	5,000	417	417	(0)
14 Management Fees	43,800	3,650	3,650	-
15 Information Technology	1,890	158	525	(368)
16 Website Maintenance	1,260	105	-	105
17 Postage & Delivery	1,050	88	-	88
18 Insurance	7,432	7,432	6,148	1,284
19 Copies	500	42	-	42
20 Legal Advertising	5,000	417	-	417
21 Other Current Charges	1,500	125	5	120
22 Office Supplies	625	52	-	52
23 Dues, Licenses & Subscriptions	175	175	175	-
County Collection Fees	-	-	6,150	(6,150)
24 Administrative Total	132,032	11,003	57,162	(39,187)
24 Debt Service Administration				
25 Arbitrage	900	75	-	75
26 Dissemination	5,000	417	417	(0)
27 Trustee Fees	8,880	740	-	740
28 Debt Service Total	14,780	1,232	417	815.00
29 Field Expenditures				
30 Property Insurance	15,006	15,006	15,006	-
31 Field Management	16,000	1,333	1,333	0
32 Landscape Maintenance	73,440	6,120	6,120	-
33 Landscape Replacement	28,262	2,355	-	2,355
34 Streetlights	42,410	3,534	4,423	(889)
35 Electric	7,260	605	-	605
36 Water & Sewer	1,000	83	118	(35)
37 Sidewalk & Asphalt Maintenance	2,500	208	-	208
38 Irrigation Repairs	7,500	625	-	625
39 General Repairs & Maintenance	15,000	1,250	-	1,250
40 Contingency	10,000	833	-	833
41 Field Expenditures Total	218,378	31,954	27,000	4,953
42 Amenity Expenses				
43 Amenity - Electric	15,173	1,264	1,101	164
44 Amenity - Water	4,068	339	556	(217)
45 Internet	1,500	125	170	(45)
46 Pest Control	648	54	40	14
47 Janitorial Services	10,400	867	800	67
48 Security Services	33,500	2,792	2,702	90
49 Pool Maintenance	23,700	1,975	1,750	225
50 Amenity Management	9,500	792	792	(0)
51 Amenity Repairs & Maintenance	10,000	833	150	683
52 Contingency	7,500	625	356	269
53 Amenity Expenses Total	115,989	9,666	8,415	1,250
54 Capital Reserves Transfer	96,912	-	-	-
55 Expenditures Total	578,091	53,854	92,995	(39,141)
55 Fund Balance - Beginning			\$ 439,621	
56 Net Change In Fund Balance			(92,224)	
57 Adjustments to Fund Balance for Amounts Due to Debt Service			-	
58 Fund Balance - Ending-Projected			\$ 347,397	

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

Balance per Bank Statement	\$	67,022
Plus: Deposits in Transit		-
Less: Outstanding Checks		(60,301)
<i>Adjusted Bank Balance</i>	\$	6,720

Beginning Balance	\$	29,420
Receipts		78,404
Disbursements		(101,104)
<i>Balance per Book</i>	\$	6,720

**Forest Lake
Check Register
FY2025**

Date	Check #	Payee	Memo	Deposit	Disbursement	Balance
			Beginning Balance			29,419.99
10/1/25	5043	Anchor Stone Management, LLC	District Management		6,608.33	22,811.66
10/1/25	5044	Mele Environmental Services LLC	Landscape Maint Svc-Monthly Mowing		6,120.00	16,691.66
10/1/25	5045	ECS Integrations	access mgmt pool system		525.00	16,166.66
10/1/25	5046	Cooper Pools Inc	Monhthly Pool Maint		1,750.00	14,416.66
10/1/25	5047	Cooper Pools Inc	Pool repair		2,950.00	11,466.66
10/2/25	10/2/25	Duke Energy	1701 Forest lake (8/6-9/6)		32.47	11,434.19
10/2/25	10/2/25	Duke Energy	930 Holly Hill Rd (8/6/25-9/6/25)		32.47	11,401.72
10/2/25	10/2/25	Duke Energy	1084 Sugarwood St		145.66	11,256.06
10/4/25	5048	Securitas Security Services USA, Inc	Guard Svcs-Security (9/1-9/30/25)		3,069.88	8,186.18
10/7/25	5049	Kutak Rock LLP	Legal Services		4,672.50	3,513.68
10/8/25			Funds Transfer	25,000.00		28,513.68
10/8/25	5050	Kutak Rock LLP	Legal Services		12,847.22	15,666.46
10/13/25	101325ach	Duke Energy	1595 Aspen Ave-		1,138.96	14,527.50
10/15/25	5051	Polk County Prop	Property Appraiser		6,899.32	7,628.18
10/15/25	5053	Massey Services Inc.	Pest Prevention- Act 86484733		40.00	7,588.18
10/15/25	5054	Business Observer	Legal Advertisement		118.13	7,470.05
10/15/25	5055	Business Observer	Legal Advertisement		96.25	7,373.80
10/15/25	10/15/25	Florida Dept of Economic Opportunity	Special District Filing Fee		175.00	7,198.80
10/16/25			Funds Transfer	25,000.00		32,198.80
10/16/25	101625ach	Duke Energy	00 Holly Hill Rd		1,951.10	30,247.70
10/18/25	10/18/25	Spectrum	Act# 8711 (10/18/25)		169.98	30,077.72
10/20/25	102025ach	Duke Energy	2702 Cedar Ridge		27.65	30,050.07
10/20/25	10/20/25	Haines City	Irrigation		131.69	29,918.38
10/20/25	10/20/25	Haines City	Sewer/Water		564.18	29,354.20
10/22/25	5056	Good Home Services, LLC	Light removal on playground		100.00	29,254.20
10/22/25	5057	CSS Clean Star Services of Central FL	Monthly Cleaning (3 days a week)/Trash 2x a week		800.00	28,454.20
10/23/25	5058	Egis Insurance Advisors LLC	Policy # 100125459		21,154.00	7,300.20
10/26/25	5059	Polk County Prop	VOID: Property Appraiser		6,149.89	1,150.31
10/26/25	5060	Frank Rivera	10-09-25 BOS MTG		200.00	950.31
10/26/25	5061	Randi Ribarich	10-09-25 BOS MTG		200.00	750.31
10/26/25	5062	Travis Lemeur	10-09-25 BOS MTG		200.00	550.31
10/26/25	5063	Jose Montalvo	10-09-25 BOS MTG		200.00	350.31
10/26/25	5064	Jose Cortez	10-09-25 BOS MTG		200.00	150.31
10/27/25			Funds Transfer	25,000.00		25,150.31
10/27/25	5065	Kutak Rock LLP	Legal Services		21,573.28	3,577.03
10/29/25	102925ach	Duke Energy	1084 Sugarwood St		140.89	3,436.14
10/29/25	102925ach3	Duke Energy	930 Holly Hill Rd		32.47	3,403.67
10/29/25	102925ach4	Duke Energy	1701 Forest lake		32.47	3,371.20
10/30/25	5067	Good Home Services, LLC	Light removal on playground		50.00	3,321.20
10/30/25			Deposit	3,403.82		6,725.02
10/31/25			Service Charge		4.74	6,720.28
10/31/25				78,403.82	101,103.53	6,720.28

EXHIBIT 17

[RETURN TO AGENDA](#)



RESOLUTION NO. 2026-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE FOREST LAKE COMMUNITY DEVELOPMENT DISTRICT IMPLEMENTING SECTION 190.006(3), *FLORIDA STATUTES*, AND REQUESTING THAT THE POLK COUNTY SUPERVISOR OF ELECTIONS CONDUCT THE DISTRICT'S GENERAL ELECTIONS; PROVIDING FOR COMPENSATION; SETTING FORTH THE TERMS OF OFFICE; AUTHORIZING NOTICE OF THE QUALIFYING PERIOD; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

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

WHEREAS, the Board of Supervisors of the District ("**Board**") seeks to implement Section 190.006(3), *Florida Statutes*, and to instruct the Polk County Supervisor of Elections ("**Supervisor**") to conduct the District's elections by the qualified electors of the District at the general election ("**General Election**").

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

1. **GENERAL ELECTION SEATS.** Seat 3, currently held by Jose Cortez, Seat 4, currently held by Jose Montalvo and Seat 5 currently held by Travis Lemeur are scheduled for the General Election beginning in November 2026. The District Manager is hereby authorized to notify the Supervisor of Elections as to what seats are subject to General Election for the current election year, and for each subsequent election year.

2. **QUALIFICATION PROCESS.** For each General Election, all candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a qualified elector of the District. A qualified elector is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Polk County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

3. **COMPENSATION.** Members of the Board receive \$200 per meeting for their attendance and no Board member shall receive more than \$4,800 per year.

4. **TERM OF OFFICE.** The term of office for the individuals to be elected to the Board in the General Election is four years. The newly elected Board members shall assume office on the second Tuesday following the election.

5. **REQUEST TO SUPERVISOR OF ELECTIONS.** The District hereby requests the Supervisor to conduct the District's General Election in November 2026, and for each subsequent General Election unless otherwise directed by the District's Manager. The District understands that it will be responsible to pay for its proportionate share of the General Election cost and agrees to pay same within a reasonable time after receipt of an invoice from the Supervisor.

6. **PUBLICATION.** The District Manager is directed to publish a notice of the qualifying period for each General Election, in a form substantially similar to **Exhibit A** attached hereto.

7. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

8. **EFFECTIVE DATE.** This Resolution shall become effective upon its passage.

PASSED AND ADOPTED this ___th day of December 2026.

**FOREST LAKE COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRPERSON/VICE CHAIRPERSON

ATTEST:

SECRETARY/ASSISTANT SECRETARY

EXHIBIT A

NOTICE OF QUALIFYING PERIOD FOR CANDIDATES FOR THE BOARD OF SUPERVISORS OF THE FOREST LAKE COMMUNITY DEVELOPMENT DISTRICT

Notice is hereby given that the qualifying period for candidates for the office of Supervisor of the Forest Lake Community Development District (“District”) will commence at noon on June 8, 2026, and close at noon on June 12, 2026. Candidates must qualify for the office of Supervisor with the Polk County Supervisor of Elections located at 70 Florida Citrus Blvd., Winter Haven, FL 33880; Ph: (863) 534-5888. All candidates shall qualify for individual seats in accordance with Section 99.061, Florida Statutes, and must also be a “qualified elector” of the District, as defined in Section 190.003, Florida Statutes. A “qualified elector” is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Polk County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, Florida Statutes.

The Forest Lake Community Development District has (3) seats up for election, specifically seats 3, 4 and 5. Each seat carries a four-year term of office. Elections are nonpartisan and will be held at the same time as the general election on November 3, 2026, and in the manner prescribed by law for general elections.

For additional information, please contact the Polk County Supervisor of Elections.

Publish on or before May 25, 2026.

