

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

The regular meeting of the Board of Supervisors of the Forest Creek Community Development District was held on Thursday, May 4, 2023, at 1:00 p.m. at the Forest Creek Clubhouse, 11685 Old Florida Lane, Parrish, FL 34219.

Present and constituting a quorum were:

Joseph DeWitt	Chairman
Walter Wolf	Vice Chairperson (via phone)
Sarah Ashley	Assistant Secretary
Todd Kuehn	Assistant Secretary
Michael O’Hair	Assistant Secretary

Also present were:

Andy Mendenhall	District Manager
Michelle Reiss	District Counsel (via phone)
Brenden Crawford	Field Services Manager
Jeff Johnson	Operations Manager
Mitchell Hartwig	SOLitude
Anthony Mauri	SOLitude
Guillermo Alvarez	Yellowstone Landscape
Charles Dreager	Yellowstone Landscape
Jayna Cooper	Inframark
Residents	

The following is a summary of the discussions and actions taken at the Forest Creek CDD Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

- Mr. Mendenhall called the meeting to order, and a quorum was established.

SECOND ORDER OF BUSINESS

Opening Prayer

- Mr. Kuehn opened the meeting with a prayer.

THIRD ORDER OF BUSINESS

Audience Comments on Agenda Items

- Mr. Jim Rodenmayer, HOA ARC Chair, thanked Mr. Johnson for setting the clubhouse up last month and acknowledged and complimented Mr. Johnson on the amount of work he does. Additionally, he complimented the Board on their discussed regarding replacing

trees and bushes. He noted that he reminded residents to trim their trees over streets. He attended the HOA meeting and reminded residents there and requested an e-blast be sent to remind residents. For those who do not trim the trees they will be sending out violation notices.

FOURTH ORDER OF BUSINESS

Approval of Consent Agenda Items

- A. Consideration of the Minutes of the Board of Supervisor Meeting held April 6, 2023**
- B. Consideration of Financial Report for March 2023**

Ms. Ashley MOVED to approve the Consent Agenda and Mr. O’Hair seconded the motion.

- Page 6 – 4640 Summerlake should be 4667 Summerlake.
- Mr. DeWitt noted on the financial statements – page 3 – Other Physical Environment – R&M - Other Landscape – the lights for the US 301 monument project were coded to this account \$3,385 and should be coded to the Reserve Fund ‘Reserve-Capital Projects’. There was \$473 coded to R&M – Other Irrigation and should be coded to the Reserve Fund ‘Reserve-Capital Projects’.

On VOICE vote, with all in favor, the motion was approved as amended. 5/0

FIFTH ORDER OF BUSINESS

New Business

A. Discussion of Reserve Study Report

- Mr. Mendenhall noted the completed report was distributed to the Board.
- Mr. Wolf noted that all the comments received were reviewed with Mr. Culkar. There were a few items added with the significant one being the Stormwater System on page 28.
 - The recommendation to the FY 2024 budget to fund reserves was addressed.

On MOTION by Mr. DeWitt seconded by Ms. Ashley, with all in favor, the Reserve Study Report was accepted. 5/0

SIXTH ORDER OF BUSINESS

Old Business

- None.

SEVENTH ORDER OF BUSINESS

Staff Report

A. Aquatic Services Report

- Mr. Hartwig, SOLitude, reviewed the Site 3 remediation plan.

- Mr. Kuehn inquired if aeration of lakes affects vegetation.
 - Mr. Hartwig noted it does; it helps move it around and creates a convection system and helps to deter algae.
- Mr. DeWitt requested the results from dying Pond 3.
 - Mr. Hartwig reported the dye is used to reduce light penetration which reduces the amount of photosynthesis that occurs. They can apply more to deter the algae growth.
- Mr. DeWitt addressed the application of the Sonar. In the warmer months how would SOLitude apply it.
 - Mr. Hartwig noted they will keep the maintenance schedule intact. It will be a challenge, but they can take care of it; they have different methods and approaches.
- The challenges of runoff into the lakes were addressed with it being noted SOLitude encourages using the Best Management Waterway programs to include buffer zones around lakes to filter the runoff.
- Mr. DeWitt addressed last summer for both Forest Creek and SOLitude there was an appreciable eye off the ball noting to residents this is an important body of water when you drive in the front gate. He requested SOLitude take it seriously.
 - Mr. Hartwig noted he understands the concern and frustration and he wants to meet and exceed the expectations. Application of Green Clean (Hydrogen Peroxide) followed by Summerslam and some of the other treatments will be proactive to get ahead of algae growth because of the ball being dropped last year.
- Mr. Kuehn inquired if this does not work as quickly or thoroughly as they would like if carp were an option.
 - Mr. Hartwig noted the carp will eat the hydrilla, submersed vegetation, not the algae.
- Mr. O’Hair complemented SOLitude on the remediation of Site 3.
- Mr. Wolf commended Mr. DeWitt on giving very good thoughts to SOLitude on the importance of Pond 3. He thanked Mr. Kuehn for bringing up the carp. He requested SOLitude recommend the appropriate time to introduce the carp.
- Mr. Wolf addressed the report on the treatment of Brazilian peppers noting they do not indicate which areas were treated and requested SOLitude identify it on the reports.

- Mr. DeWitt inquired if they have an observation or question is it okay to call the SOLitude reps directly.
 - Mr. Hartwig and Mr. Mauri confirmed it is.
- Erosion was discussed with Mr. DeWitt noting if SOLitude sees something that needs to be addressed to let them know right away.
- Ms. Ashley addressed overgrowth on the ponds noting that knowing which are beneficial growth would be helpful so they can respond to resident concerns.

B. Landscape Services Report

i. Field Inspection Reports

- Mr. Crawford reviewed the Field Inspection Report
 - Requested a proposal for John Parish Cove to get the ditch cleaned up.
 - Mr. Crawford addressed an irrigation proposal to install micro-jets at the south hedge line of the dog park. He noted there were 18 installed and they were invoiced for 35. He requested a price adjustment on the invoice.

ii. Landscape Proposals

**** Fill Dirt at the 301 Entrance Monuments**

- Mr. Crawford noted this is to backfill the monuments and complete the job.

On MOTION by Mr. DeWitt seconded by Mr. Kuehn, with all in favor, Yellowstone proposal 308826 in the amount of \$470 was approved. 5/0

- Mr. Wolf noted it should be charged to the Reserve Fund.

a. Harvest Grove Cul-de-Sac Hedge 7G Plants

- Mr. Crawford noted the proposal is to add Sweet Viburnums, topsoil and Wax Myrtles and Floratam St. Augustine.

On MOTION by Mr. O’Hair seconded by Mr. Kuehn, with all in favor, Yellowstone proposal 287805 in the amount of \$2,986 was approved. 5/0

- Mr. DeWitt noted this will be coded to R&M-Other Landscape

b. Transformer at Water Park

- Mr. Crawford noting this is to remove the Wax Myrtle and replace with Sweet Viburnum.
 - Mr. DeWitt noted these will be by the transformer.

On MOTION by Mr. O’Hair seconded by Mr. Wolf, with all in favor, Yellowstone proposal 297022 in the amount of \$749 was approved. 5/0

c. Transformer at Cypress Cove

d. Red Rooster Privacy Hedge

- Mr. Crawford noted for these two proposals they are not looking for a motion, they are to give an idea for the FY 2024 budget.
 - 306068 - \$2,875 is to replace the declining Wax Myrtle at Cypress Cove.
 - 306035 - \$5,196 for the Red Rooster privacy hedge fill-in. Thicker plantings or a fence for this area later was addressed.
- Mr. Crawford reported he and Mr. Johnson are still working on the package for the pressure washing, painting and repairs of the gazebos and bridges.
- Mr. Alvarez requested permission to have their drone photographer take pictures of the community.
 - The consensus of the Board was yes.

C. District Counsel

- None.

D. District Engineer

- None.

E. Operations Manager

i. Operations Report

- Mr. Johnson reported on the car accident noting a CDD Oak tree was struck. He has contacted ArborX and they recommend removing the tree. He has the case number but does not yet the police report. They will pursue an insurance claim for the accident.
- Mr. Johnson addressed he had purchased age-appropriate stickers for the new playground equipment, spent a couple of hours applying them on the equipment, the next day a half dozen of them were wadded up and thrown on the ground and now virtually all of them are gone.
 - The need for the stickers was addressed with it being noted Egis recommended them. Suggestions were provided to try to keep the stickers on the equipment. Mr. Johnson will order more stickers.
- Mr. Johnson reported pool pump #1 is down, he has informed the pool company is waiting for them to come out.

- Mr. Johnson noted the resident who hit the gate last month has paid the strike fee.
- Mr. Johnson inquired if it is time to take down the signs regarding Covid restrictions.
 - The consensus of the Board is to take them down when the official date passes.
- Mr. Johnson reported someone placed a pile of stick matches on the bench at the lake gazebo and lit them. The fire burnt a hole in the bench that is ¼ inch deep. Once cleaned and painted it will not be noticeable.
- Mr. Johnson reported he and Mr. Kuehn surveyed all of the walkways around the neighborhood. He has provided the information to Site Masters and Mr. Crawford provided to his people; they are awaiting proposals.
 - Mr. Kuehn noted they were not bad at all.

ii. Proposals

a. Playground Sign

On MOTION by Mr. O’Hair seconded by Ms. Ashley, with all in favor, the Mike’s Sign proposal 1336 in the amount of \$1,500 was approved. 5/0

- To be charged to the reserves for the playground.
- Mr. Wolf inquired about the playground mulch depth.
- Mr. Crawford noted the requirement is for 8-to-12 inches and it was at 9 ½ inches prior to putting the mats in.

b. Holiday Lighting

- Illuminations Holiday Lighting proposal.
- Ms. Ashely inquired if there are other companies to get quotes from.
 - Mr. Mendenhall noted there are three companies that he has seen at CDDs.
 - Holiday lighting was further addressed with the direction being to obtain quotes for lighting front entrance and gazebos with it being suggested they use a \$10,000 placeholder for the budget.

**** Hoover Invoice Ratification**

- The Hoover Pumping Systems Maintenance Contract invoice #172718 in the amount of \$3,185 was addressed with it being noted if it matches the previously approved contract amount there is no need for ratification.

**** Prosser Paints Proposal**

- Mr. Johnson outlined the proposal.
- Mr. DeWitt inquired if they approve the proposal, do they want to pursue the lighting on the structures.

On MOTION by Mr. Wolf seconded by Mr. O’Hair, with all in favor, the Prosser Paints proposal 10317 in the amount of \$11,998 was approved. 5/0

- This is a Reserve Fund “Gazebos” expenditure.

**** Gladiator Pressure Washing Proposal**

- Mr. Johnson outlined the proposal and noted they will adjust the pressure washing scope accordingly and get it resubmitted. The scope will be the dog park gazebo, the pier and all five bridges.

F. District Manager

ii. Report on Number of Registered Voters - 763

- Mr. Mendenhall reported that there are 763 registered voters.
- Mr. Mendenhall reported the check was received on April 19th from the insurance company on the monument reimbursement.

i. Discussion of FY 2024 Budget

- Mr. Mendenhall reviewed the budget process.
- Mr. Mendenhall reported all the items/documents have been provided for the hurricane claim with FEMA.
- FY 2024 Proposed Budget:
 - \$0 overall assessment change
 - Other Physical Environments
 - Mulch – \$10,000 change to \$4,000
 - Contracts - Irrigation Pump - \$3,676 should be \$3,185
 - Contracts – Palm Health - \$2,280 should be \$2,135
 - Add new line for Pond 3 Carp – amount based on Nov 2022 proposal
 - R&M – Other Landscape - change to \$18,000
 - R&M – Other Irrigation – change to \$20,000
 - Parks and Recreation
 - Main Gate Holiday Decorations - \$6,975 increase to \$10,000

- Mr. Mendenhall noted the increase in ProfServ-Mgmt Consulting will be removed – no increase remaining at \$68,258. He will confirm the Onsite Mgmt amount.
- Reserve Study contribution recommendation change to \$250,000

EIGHTH ORDER OF BUSINESS**Supervisor Requests**

- Mr. O’Hair reported flags will be up May 6th and 7th for the Fallen Firefighters, May 15th for the Peace Officers Memorial, and May 29th for Memorial Day.
- Mr. O’Hair reported on April 11th he attended a HOA meeting for Kingsfield to enlist them to cooperate with the CDD on the pepper tree removal along the fence.
- Mr. DeWitt reported the Nature’s Reach playground pads were installed on April 25th, Yellowstone did the irrigation at the dog park throughout the month of April, and it was finalized on May 1st. JB Stump and Tree Service did their work on April 24th and 28th. There was a \$1,500 proposal from Superior Architecture to fix the fence/knee wall on the entrance, but Mr. Johnson did the repair.
- Mr. DeWitt noted he met a gentleman who does handyman type work and he and Mr. Johnson have spoken with him about the handrails out front. There are two approaches, and he has given proposals for both. They have some questions and will speak with him on those.
- Mr. DeWitt requested all do their due diligence in reviewing the Reserve Study and FY 2024 budget. Get any questions to Mr. Mendenhall for dissemination.
- Mr. DeWitt noted the financial statements are about as clean and, on the button, as you can get.
- Mr. DeWitt commended the neighborhood for everything they help the Board with and the Board for all their years of attention.
- Mr. Johnson noted since the last meeting he has had to order fobs and gate stickers.
- Ms. Ashley thanked Mr. Johnson for taking care of everything it is looking good and thanked Inframark, everything seems to be running very smoothly without a lot of surprises.
- Mr. Kuehn thanked Mr. Johnson for doing the fence noting it looks great. He noted in the next month he will possibly be putting in a request to pressure wash sidewalks.
- Mr. Wolf inquired about quotes to relocate the old playground gazebos to new cement pads.

- Mr. DeWitt noted they have contacted Site Masters to provide a quote for the pad and they have talked to a couple of different contractors who say they might be in for a shock if they attempt to move the gazebos or build a new structure that does not necessarily match with the existing architectural intent. He does not know if \$11,000 is going to cover it and what direction they want to go. Discussion continued on the gazebos with it being suggested having the Engineer look at the area to see what the issues are and to move forward with getting a quote for the concrete pad.

NINTH ORDER OF BUSINESS

Adjournment

There being no further business to come before the Board,

On MOTION by Ms. Ashley seconded by Mr. O’Hair, with all in favor, the meeting was adjourned. 5/0



~~Joseph DeWitt, Chairman~~

Andrew P. Mendenhall, Secretary