

**VISTA LAKES
COMMUNITY DEVELOPMENT DISTRICT**

AGENDA PACKAGE

JANUARY 10, 2019

January 3, 2019

Board of Supervisors
Vista Lakes Community Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of the Vista Lakes Community Development District will be held **Thursday, January 10, 2019 at 10:00 a.m.** at the Vista Lakes Clubhouse, located at 8841 Lee Vista Boulevard, Orlando, Florida 32829. Following is the advance agenda for the meeting:

- 1. Roll Call**
- 2. Public Comment on Agenda Items**
- 3. Business Administration Items**
 - A.** Consideration of the Minutes of the November 8, 2018 Board of Supervisors Meeting
 - B.** Consideration of November 2018 Check Register and Invoices
 - C.** Consideration of November 2018 Financial Statements
 - D.** Motion to Assign Fund Balance
 - E.** Consideration of Resolution 2019-02, Declaration of Vacancies
- 4. Old Business**
- 5. Business Items**
- 6. Staff Reports**
 - A.** District Engineer
 - i.** Consideration of Proposal for Installation of Chickasaw Trail Irrigation Sleeve
 - ii.** Consideration of Proposal for Permits for Installation of Chickasaw Trail Irrigation Sleeve
 - B.** District Counsel
 - i.** Adjustment of Hourly Rates
 - C.** District Manager
 - D.** Field Operations
 - i.** Field Management Update
 - ii.** Consideration of Proposal from Servello for Removal of Dead Pine Tree
 - iii.** Consideration of Proposal from Servello for Installation of Mulch
- 7. Supervisor Requests**
- 8. Adjournment**

I look forward to seeing you at the meeting. In the meantime, if you have any questions, please contact me.

Sincerely,
Robert Koncar
Robert Koncar
District Manager

Third Order of Business

3A.

**MINUTES OF MEETING
VISTA LAKES
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Vista Lakes Community Development District was held Thursday, November 8, 2018 at 10:00 a.m. at the Vista Lakes Clubhouse, located at 8841 Lee Vista Boulevard; Orlando, Florida.

Present and constituting a quorum were:

Frank Sebestyen	Chairman
William Pass	Vice Chairman (via telephone)
Jeff Rooks	Assistant Secretary
Paula Edwards	Assistant Secretary
Jason McCright	Assistant Secretary

Also present were:

Robert Koncar	District Manager, Inframark
Kristen Suit	District Manager, Inframark
Scott Clark	District Counsel
David Hamstra	District Engineer
Russell Simmons	Field Services Manager
Freddy Blanco	Field Services Manager
Ariel Medina	Project Coordinator
Carla Daly	Amenities Committee
Jeff Cornett	Servello & Son, Inc.
Eric	Aquatic Systems
Numerous Residents	

The following is a summary of the discussions and actions taken at the November 8, 2018 Vista Lakes Community Development District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Sebestyen called the meeting to order. All Board members and staff were present either in person or via telephone, and a quorum was established.

SECOND ORDER OF BUSINESS

Public Comment on Agenda Items

A. Aquatic Systems Update

- Eric from Aquatic Systems provided an update:
 - Eleven weeks into the treatment for the system, seeing good results.
 - Water samples have been taken every month, making sure to stay over the threshold required for control and eradication.
 - The lake is being treated for algae and is being inspected every week.
 - Lake will be back in good shape in approximately 16-20 weeks, by end of January.
 - They will treat the encroaching bushes.
 - Aquatic Systems is not responsible for any invasive plants on shore.
 - The algae will be eradicated.
 - A resident addressed a concern regarding flushed down cuttings into gutter from mowing adding to the lake problem. Servello indicated their workers are trained not to do that, but are trained to blow them onto the turf and circle back around when they come to the gutter edge. This issue will be discussed with the workers.
- It is impossible for the Board to discuss every property the CDD, HOA, etc. owns and/or is responsible for.
 - It was suggested that concerns be raised with the City.
 - There was concern regarding Board responding to resident homeowner emails. The Board is not authorized to respond to all emails.
- The Bond issue regarding the roads was addressed. For the record, the District may not expend funds on private property.
- Board responsibilities were discussed.
- Changes in elevation are the responsibility of the HOA.

THIRD ORDER OF BUSINESS**Business Administration Items****A. Consideration of the Minutes of the August 9, 2018 Regular and August 27, 2018 Continued Board of Supervisors Meetings**

Mr. Koncar stated each Board member received a copy of the Minutes of the August 9, 2018 Regular and August 27, 2018 Continued Board meetings and requested any additions, corrections or deletions.

- Once minutes have been approved by the Board they are to be posted to the website.

- Resolution 2018-09 was updated and changed to the Chair, and in the Chair's absence, the Vice Chair.

There being no further discussion,

On MOTION by Mr. McCright, and seconded by Mr. Rooks, with all in favor, the Minutes of the August 9, 2018 Meeting were approved as amended.

On MOTION by Mr. Rooks, seconded by Mr. Sebestyen, with all in favor, the Minutes of the August 27, 2018 Continued Meeting were approved.

B. Consideration of Check Register and Invoices

On MOTION by Ms. Edwards, seconded by Mr. Rooks, with all in favor, the Check Register and Invoices were approved.

C. Consideration of September 2018 Financial Statements

- There was an overage on attorney fees. Mr. Koncar will follow up.
- The Fund Balance was discussed. There was a question regarding a decrease in the balance. There is a one-year reserve for payments. The November 1st payment is interest only and there is another payment in May for interest and principal.
- Debt service was decreased.

On MOTION by Mr. McCright, seconded by Mr. Rooks, with all in favor, the September 30, 2018 Financial Statements were approved as discussed.

D. Motion to Assign Fund Balance

- The Board sets aside three months of operating fund as an operating reserve. Tax revenue comes in late December. There will be changes brought up at the next meeting, and it can change any time of the year.
 - The Reserve study usually costs approximately \$3,000 to \$5,000. The CDD is due for another one. This item will be tabled to the next meeting.

On MOTION by Mr. Rooks, seconded by Ms. Edwards, with all in favor, the Motion to Assign the Fund Balance was approved.

E. Consideration of Resolution 2019-01, Designating Kristen Suit as Assistant Secretary

- This Resolution assigns Ms. Suit authority to sign on behalf of the District as an Assistant Secretary.

On MOTION by Mr. McCright, seconded by Ms. Edwards, with all in favor, Resolution 2019-01 Designating Kristen Suit as Assistant Secretary was adopted.

F. Consideration of Engagement Letter for the Fiscal Year 2018 Audit

- Grau & Associates is proposing \$5,700 to perform the annual audit, representing a competitive rate.
- Last year the Board budgeted \$5,023 for the audit.

On MOTION by Mr. Rooks, seconded by Mr. Pass, with all in favor, the Audit Engagement Letter with Grau & Associates in the amount of \$5,700 was approved.

FOURTH ORDER OF BUSINESS

Old Business

- Some flags are missing from towers. This will be discussed further under the Amenities Report.

FIFTH ORDER OF BUSINESS

Business Items

There being no report, the next order of business followed.

SIXTH ORDER OF BUSINESS

Staff Reports

A. District Engineer

i. Consideration of Proposal with Pegasus Engineering for District Stormwater Management Services

- Fees were approved two years ago. This proposal is for Board approval to continue with District Engineering services.
- The scope has not changed.

Mr. Sebestyen MOVED to approve the Proposal from Pegasus for District Engineering Services, and Mr. McCright seconded the motion.

- Mr. Pass suggested the effective date of the rates be changed to December 2019, to which Mr. Hamstra was in agreement.

There being no further discussion,

On VOICE vote, with all in favor, the prior motion was approved as discussed.

ii. Consideration of Proposal for Dredging of the Lake Carlisle Sand Bar to Remove the Sand Bar

- Mr. Simmons will have a dredging company look at this area tomorrow. The quote may be cheaper than the last one. Specifications will be drawn up based on the price.
- This sand bar is an eyesore, but is not preventing any of the storm ponds from doing their job.
- There are two areas at the big lake.
- Mr. Simmons will contact Mr. Sebestyen to let him know when the company will be there tomorrow so that he can show them the other areas in question.
- Quotes will be presented at the next meeting.

iii. Discussion of Public Walk Maintenance (Lee Vista, and Chickasaw)

- The sinkholes were not CDD issues.
- The areas of Chickasaw Trail and Lee Vista are public right-of-ways.
- It is the City's responsibility to maintain those sidewalks.

B. District Counsel

i. Discussion of Melrose, Warwick, & Waverly License Agreement

- This agreement references the entry gates to the private communities.
- The contract states CDD will replace gates in the event of a casualty. This should not be the CDD's responsibility because gates are considered private property. The CDD should terminate agreement because it places obligations on CDD that it should not have.
- The walls are within the CDD area and should be maintained by the CDD.

- The gates are within the right-of-way.
- The CDD should not be responsible if the gates are destroyed.
- Insurance issues were discussed.
- In Mr. Clark's opinion, the CDD should not have replaced the Warwick Gate. The CDD may ask for reimbursement from the HOA, but this is actually considered *water under the bridge*, and should not be pursued.
- The roadway was quit-claimed into private ownership.
- Mr. Clark suggested terminating this agreement and telling them the CDD is open to giving a license agreement of a lesser scope which just allows for maintenance of the property. Mr. Clark will follow up with HOA Counsel.
- Another option would be to remove the provisions of concern from the original agreement, which would be insurance and casualty issues. This is Section 2B and Paragraph 6. A letter can be written stating that the CDD is terminating this agreement unless the HOA amends it to remove 2B and to amend 6 to make the Association responsible for the insurance issue. Gate maintenance shall solely be the responsibility of the HOA.

Mr. McCright MOVED to authorize District Counsel to send a letter to the HOA terminating the License Agreement as discussed, unless the Association agrees to amend by deleting Section 2B and changing Paragraph 6 to provide that the Association maintain responsibility for the insurance, as opposed to the CDD doing so; and Ms. Edwards seconded the motion.

Upon further discussion,

On VOICE vote, with all in favor, the prior motion was approved.

Mr. Clark discussed the recent General Election.

- Three Seats were up for election and no one qualified.
- Seats are to be declared vacant, and replacement should be done within 90 days after the vacancy occurs.

- The existing Board members must continue to serve on the Board until replacements are found.
- The Board will declare vacancies and appoint individuals to positions at the next meeting.
- It is imperative that all Board members attend the next meeting.

C. District Manager

- Ratification of two expenditures for maintenance purposes:
 - One was for \$1,100 and the other \$1,860. These are part of the maintenance Resolution the Board previously approved.

On MOTION by Mr. Rooks, seconded by Mr. Pass, with all in favor, the two expenses for maintenance in the amounts of \$1,100 and \$1,860 were ratified.

D. Field Operations

i. Field Management Update

- A proposal to trim back the wetlands was presented.
 - This was not part of Servello's scope to maintain.
 - The quote was for approximately \$5,500.
 - It needs to be determined how far the area should be cut back.
 - There is a storm drain issue as well.
 - The area is at Pembroke.
 - This item was tabled to the next meeting for staff to investigate responsibility of the property and how far back to cut.
- The Gentry Park walk-through was discussed.
 - The CDD owns all sidewalks inside the community.
 - 54 panel sidewalks, there exists a slight trip hazard.
 - 24 panel of sidewalk needs to be replaced.
 - Not to exceed \$7,500 for 24-panel replacement.
 - Ensure it is the CDD's responsibility.
 - K&D has a better price and are reliable.

On MOTION by Mr. Rooks, seconded by Mr. Pass, with all in favor, grinding of the sidewalks and replacement of the concrete panels;

with Inframark doing the grinding for \$1,350 and K&D doing the concrete replacement in an amount not to exceed \$7,500, was approved.

SEVENTH ORDER OF BUSINESS

Supervisor Requests

- Landscaping on CDD Property
 - No more work should be done on properties until it is confirmed whether the CDD or HOA are responsible for maintaining them.
 - Removal of existing Palm Trees that have died due to lightning, proposal \$2,650.

On MOTION by Mr. Rooks, seconded by Mr. Edwards, with all in favor, removal and replacement of Palm Trees struck by lightning in the amount of \$2,650, was approved.

- Board members can go view landscape on walk through.
- Removal of dead plants
- Blueberry Bushes
 - Bushes which are not growing are to be replaced with six Blueberry Bushes.
 - Staff will confirm this is CDD Property.

On MOTION by Mr. Rooks, seconded by Mr. Sebestyen, with all in favor, Blueberry Bushes shall be placed on District property in an amount not to exceed \$3,490, subject to the Field Manager verifying placement of the bushes is on District property.

- Two spots enter into Amherst Park go right over landscaping. Instead of replacing with more landscaping which may possibly be destroyed, Mr. MacCubbin recommends a small cement corner in a pie shape at an angle, approximately 3x3, at entrance of park.
- There is an additional dead tree along the wall which needs to be removed.
- The tower repair of flags on top of the West Tower was discussed.
- There is a stain on the red brick wall probably due to chemicals from roof cleaning or chemicals from cleaning of the fountain.

- Holiday decorations completed. Some decorations fell down. There is a number to call in which they will replace or repair within 24 hours of notification.
- Dock posts (copper or bronze looking caps) need to be replaced if determined to belong to CDD.
 - Amherst Park area hazard lawsuit waiting to happen, sidewalks need to be cleaned due to being slippery and dirty. It was suggested that staff contact the City to determine whether or not they are responsible.
 - It was suggested that someone from the Board be there when the company goes to Carlisle to give a quote.
 - The dog trash can by the lake was discussed.

EIGHTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. McCright, seconded by Ms. Edwards, with all in favor, the meeting was adjourned.

Secretary/Assistant Secretary

Chairman/Vice Chairman

3B.

VISTA LAKES Community Development District

Payment Register by Fund For the Period from 11/1/2018 to 11/30/2018 (Sorted by Payee)

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
GENERAL FUND - 001								
001	007839	11/08/18	ALLIANCE COMMUNICATIONS CTR LLC	4601-102418	BASIC SVC 10/24-11/20/18	Communication - Teleph - Field	541005-53901	\$33.99
001	007855	11/28/18	ALLIANCE COMMUNICATIONS CTR LLC	112118-4601	BASIC SVC 11/21-12/18/18	Communication - Teleph - Field	541005-53901	\$43.99
001	007842	11/09/18	AQUATIC SYSTEMS, INC.	0000425670	INSTALL CARP BARRIER - LAKE 8	Misc-Contingency	549900-53901	\$1,750.00
001	007842	11/09/18	AQUATIC SYSTEMS, INC.	0000425882	NOVEMBER AQUATIC MAINT	Contracts-Lake and Wetland	534021-53901	\$1,700.00
001	007849	11/15/18	BMZ PARTNERSHIP	37817	RENT BLDG 02	Lease- Building	544031-53902	\$620.00
001	007840	11/08/18	CHURCHILLS GROUP HOLDINGS, INC.	9692	NOVEMBER FOUNTAIN SVCS	R&M-Fountain	546032-53901	\$298.00
001	007846	11/12/18	CLARK, ALBAUGH LLP	16220	OCTOBER LEGAL FEES	ProfServ-Legal Services	531023-51401	\$1,833.29
001	007850	11/15/18	ENHANCED BUSINESS SOLUTIONS	110218-FNTN	FOUNTAIN REPAIRS - FINAL	R&M-Fountain	546032-53901	\$3,400.00
001	007851	11/15/18	FEDEX	6-360-33773	NOVEMBER POSTAGE	Postage and Freight	541006-51301	\$42.50
001	007856	11/28/18	FEDEX	6-367-60975	NOVEMBER POSTAGE	Postage and Freight	541006-51301	\$66.05
001	007856	11/28/18	FEDEX	6-374-46526	NOVEMBER POSTAGE	Postage and Freight	541006-51301	\$13.37
001	007841	11/08/18	HOME DEPOT CREDIT SVS	102118-5079	FIXTURE MOUNTING	R&M-Common Area	546016-53901	\$107.31
001	007843	11/09/18	INFRAMARK, LLC	35130	OCTOBER 2018 MGMT FEES	ProfServ-Mgmt Consulting Serv	531027-51201	\$4,634.83
001	007843	11/09/18	INFRAMARK, LLC	35130	OCTOBER 2018 MGMT FEES	ProfServ-Field Management	531016-53901	\$5,536.25
001	007843	11/09/18	INFRAMARK, LLC	35130	OCTOBER 2018 MGMT FEES	Postage and Freight	541006-51301	\$14.57
001	007843	11/09/18	INFRAMARK, LLC	35130	OCTOBER 2018 MGMT FEES	Printing and Binding	547001-51301	\$95.50
001	007843	11/09/18	INFRAMARK, LLC	35130	OCTOBER 2018 MGMT FEES	Postage and Freight	541006-51301	\$6.70
001	007857	11/28/18	INFRAMARK, LLC	35967	NOVEMBER MGMT FEES	ProfServ-Mgmt Consulting Serv	531027-51201	\$4,634.83
001	007857	11/28/18	INFRAMARK, LLC	35967	NOVEMBER MGMT FEES	ProfServ-Field Management	531016-53901	\$5,536.25
001	007857	11/28/18	INFRAMARK, LLC	35967	NOVEMBER MGMT FEES	Postage and Freight	541006-51301	\$7.99
001	007857	11/28/18	INFRAMARK, LLC	35967	NOVEMBER MGMT FEES	Printing and Binding	547001-51301	\$392.55
001	007857	11/28/18	INFRAMARK, LLC	35967	NOVEMBER MGMT FEES	R&M-Common Area	546016-53901	\$459.46
001	007847	11/12/18	ORANGE COUNTY PROPERTY APPRAIS	1290	ADMIN FEE NON-AD VALOREM ASSES	FY 18-19	531035-51301	\$2,196.00
001	DD250	11/08/18	DUKE ENERGY FLORIDA, INC.	101718 ACH	9/17-10/17/18 ELEC ACH	Streetlights Gated	543046-53901	\$79.96
001	DD250	11/08/18	DUKE ENERGY FLORIDA, INC.	101718 ACH	9/17-10/17/18 ELEC ACH	Electricity - Streetlighting	543013-53901	\$1,062.03
001	DD252	11/19/18	DUKE ENERGY FLORIDA, INC.	102618 ACH	9/27-10/26/18 ELECTRIC ACH	Electricity - Streetlighting	543013-53901	\$2,730.86
001	DD253	11/26/18	BRIGHT HOUSE NETWORKS	023029901110418 ACH	11/11-12/10/18 SERVICE ACH	0050230299-01	546016-53901	\$110.99
001	DD254	11/22/18	AT&T	110518-	BILL PRD 11/5-12/4/18	Communication - Teleph - Field	541005-53901	\$168.24
001	DD255	11/28/18	AT&T	111018-3145 ACH	BILL PRD 11/10-12/9/18	Communication - Teleph - Field	541005-53901	\$213.77
001	DD256	11/30/18	AT&T	111318-2683 ACH	BILL PRD 11/13-12/12/18	Communication - Teleph - Field	541005-53901	\$163.34
001	DD257	11/26/18	ORANGE COUNTY UTILITIES	111518-7700 ACH	BILL PRD 10/13-11/13/18	Utility - Water & Sewer	543021-53901	\$8,151.12
001	DD258	11/28/18	WASTE CONNECTIONS OF FLORIDA	1187168 ACH	REFUSE REMOVAL	Misc-Contingency	549900-53901	\$128.07
001	DD259	11/29/18	DUKE ENERGY FLORIDA, INC.	111618 ACH	BILL PRD 10/18-11/16/18	Streetlights Gated	543046-53901	\$5,710.90
001	DD259	11/29/18	DUKE ENERGY FLORIDA, INC.	111618 ACH	BILL PRD 10/18-11/16/18	Streetlights Non-Gated	543047-53901	\$9,353.95
001	007852	11/15/18	PEGASUS ENGINEERING	224170	SEPTEMBER GEN ENGINEERING	ProfServ-Engineering	531013-51501	\$3,816.30
001	007844	11/09/18	PROPET DISTRIBUTION	123895	LITTER BAGS/LINERS	Misc-Contingency	549900-53901	\$1,512.00

VISTA LAKES

Community Development District

Payment Register by Fund For the Period from 11/1/2018 to 11/30/2018 (Sorted by Payee)

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
001	007854	11/27/18	RAIN BIRD INTERNATIONAL, INC.	45607	IRR SOFTWARE REPAIR	R&M-Irrigation	546041-53902	\$635.00
001	007848	11/12/18	SCOTT RANDOLPH	110218-00640	2018 STORM WATER TAX	5555 ORLANDO STORM WATER	531038-51301	\$61.72
001	007845	11/09/18	SERVELLO & SONS INC.	12282	NOVEMBER LANDSCAPE MAINT	Contracts-Landscape	534050-53902	\$27,034.75
001	007863	11/28/18	SERVELLO & SONS INC.	12368	IRRIGATION REPAIRS	R&M-Irrigation	546041-53902	\$651.87
001	007863	11/28/18	SERVELLO & SONS INC.	12369	IRR RPRS ZONE 2,3,6,8,11,13-15	R&M-Irrigation	546041-53902	\$289.68
001	007863	11/28/18	SERVELLO & SONS INC.	12381	TREE REPLACEMENT	R&M-Plant&Tree Replacement	546170-53902	\$10,048.50
001	007863	11/28/18	SERVELLO & SONS INC.	12382	TREE REPLACEMENTS	R&M-Plant&Tree Replacement	546170-53902	\$5,944.50
001	007863	11/28/18	SERVELLO & SONS INC.	12408	PLANT REPLACEMENT	R&M-Plant&Tree Replacement	546170-53902	\$5,809.50
001	007863	11/28/18	SERVELLO & SONS INC.	12410	IRRIGATION REPAIRS	R&M-Irrigation	546041-53902	\$124.60
001	007863	11/28/18	SERVELLO & SONS INC.	12411	IRRIGATION REPAIRS	R&M-Irrigation	546041-53902	\$204.60
001	007863	11/28/18	SERVELLO & SONS INC.	12412	IRRIGATION REPAIRS	R&M-Irrigation	546041-53902	\$506.25
001	007863	11/28/18	SERVELLO & SONS INC.	12413	IRRIGATION REPAIRS	R&M-Irrigation	546041-53902	\$276.88
001	007863	11/28/18	SERVELLO & SONS INC.	12415	IRR REPAIRS	R&M-Irrigation	546041-53902	\$506.25
001	007863	11/28/18	SERVELLO & SONS INC.	12416	IRR REPAIRS	R&M-Irrigation	546041-53902	\$948.70
001	007863	11/28/18	SERVELLO & SONS INC.	12445	NEW SOIL FOR PLANTER BEDS	R&M-Plant&Tree Replacement	546170-53902	\$1,100.00
001	007864	11/30/18	SKYLIGHT ROOFING, INC	5365	TILE ROOF OVER FOUNTAIN	R&M-Fountain	546032-53901	\$7,500.00
001	007860	11/28/18	TOM MACCUBBIN	111618	HORTICULTURE CONSULTATION	Contracts-On-Site Maintenance	534027-53901	\$500.00
001	007853	11/15/18	VERTEX WATER FEATURES	I1757	FOUNTAIN CLEANING AGREEMENT	R&M-Fountain	546032-53901	\$513.00
001	007853	11/15/18	VERTEX WATER FEATURES	I1851	AERATION REPR SITE 4 MAIN	R&M-Fountain	546032-53901	\$166.82
001	007861	11/28/18	VERTEX WATER FEATURES	I1952	FOUNTAIN REPAIRS	R&M-Fountain	546032-53901	\$153.00
001	1033	11/08/18	VISTA LAKES CDD	110218-2505	TRFR FUNDS TO CHKG 2505	Due From Other Funds	131000	\$100,000.00
001	007835	11/08/18	FRANK J. SEBESTYEN	PAYROLL	November 08, 2018 Payroll Posting			\$184.70
001	007834	11/08/18	JASON M. MCCRIGHT	PAYROLL	November 08, 2018 Payroll Posting			\$184.70
001	007837	11/08/18	JEFFREY A. ROOKS	PAYROLL	November 08, 2018 Payroll Posting			\$184.70
001	007838	11/08/18	PAULA Z. EDWARDS	PAYROLL	November 08, 2018 Payroll Posting			\$184.70
001	007836	11/08/18	WILLIAM H. PASS	PAYROLL	November 08, 2018 Payroll Posting			\$184.70
							Fund Total	\$230,524.08
							Total Checks Paid	\$230,524.08

3C

VISTA LAKES
Community Development District

Financial Report

November 30, 2018

Prepared by:



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VISTA LAKES
Community Development District

Financial Statements

(Unaudited)

November 30, 2018

Balance Sheet
November 30, 2018

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2017 A1 & A2 DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>			
Cash - Checking Account	\$ 9,485	\$ -	\$ 9,485
Interest/Dividend Receivables	13,978	-	13,978
Due From Other Funds	-	10,927	10,927
Investments:			
Certificates of Deposit - 12 Months	924,747	-	924,747
Certificates of Deposit - 18 Months	152,485	-	152,485
Money Market Account	797,194	-	797,194
Reserve Fund (A-1)	-	28,437	28,437
Reserve Fund (A-2)	-	62,434	62,434
Revenue Fund (A-1)	-	17,985	17,985
Revenue Fund (A-2)	-	20,205	20,205
Prepaid Items	620	-	620
Deposits	15,891	-	15,891
TOTAL ASSETS	\$ 1,914,400	\$ 139,988	\$ 2,054,388
<u>LIABILITIES</u>			
Accounts Payable	\$ 8,470	\$ -	\$ 8,470
Accrued Expenses	24,856	-	24,856
Due To Other Funds	10,927	-	10,927
TOTAL LIABILITIES	44,253	-	44,253
<u>FUND BALANCES</u>			
Nonspendable:			
Prepaid Items	620	-	620
Deposits	15,891	-	15,891
Restricted for:			
Debt Service	-	139,988	139,988
Assigned to:			
Operating Reserves	275,560	-	275,560
Reserves - Fences / Walls	264,369	-	264,369
Reserves - Irrigation System	116,952	-	116,952

Balance Sheet
November 30, 2018

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2017 A1 & A2 DEBT SERVICE FUND		TOTAL
Reserves - Other	127,419	-		127,419
Res-Pav/Concrete/Basin/Curb	490,842	-		490,842
Reserves - Ponds / Lakes	223,184	-		223,184
Reserves-Reserve Study	1,247	-		1,247
Unassigned:	354,063	-		354,063
TOTAL FUND BALANCES	\$ 1,870,147	\$ 139,988		\$ 2,010,135
TOTAL LIABILITIES & FUND BALANCES	\$ 1,914,400	\$ 139,988		\$ 2,054,388

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 6,000	\$ 1,000	\$ 2,299	\$ 1,299
Interlocal Agreement	40,000	-	-	-
Interest - Tax Collector	2,000	250	195	(55)
Special Assmnts- Tax Collector	1,188,895	88,378	22,789	(65,589)
Special Assmnts- Other	7,380	820	240	(580)
Special Assmnts- Discounts	(47,556)	(3,535)	(970)	2,565
TOTAL REVENUES	1,196,719	86,913	24,553	(62,360)

EXPENDITURES**Administration**

P/R-Board of Supervisors	4,000	1,000	1,000	-
FICA Taxes	306	77	77	-
ProfServ-Arbitrage Rebate	900	900	-	900
ProfServ-Dissemination Agent	1,000	-	-	-
ProfServ-Engineering	15,000	2,500	-	2,500
ProfServ-Legal Services	20,000	3,333	4,882	(1,549)
ProfServ-Mgmt Consulting Serv	55,618	9,270	9,270	-
ProfServ-Property Appraiser	2,196	2,196	2,196	-
ProfServ-Special Assessment	5,330	-	62	(62)
ProfServ-Trustee Fees	8,500	7,300	-	7,300
Auditing Services	5,500	-	-	-
Postage and Freight	800	133	164	(31)
Insurance - General Liability	9,545	9,545	11,134	(1,589)
Printing and Binding	2,500	417	488	(71)
Legal Advertising	1,428	238	3	235
Miscellaneous Services	1,000	167	141	26
Misc-Assessmnt Collection Cost	2,000	149	-	149
Office Supplies	550	92	-	92
Annual District Filing Fee	175	175	175	-
Total Administration	136,348	37,492	29,592	7,900

Field

ProfServ-Field Management	66,435	11,073	11,073	-
Contracts-Lake and Wetland	26,556	4,426	4,426	-
Contracts-On-Site Maintenance	15,500	2,583	500	2,083
Communication - Teleph - Field	6,540	1,090	1,169	(79)

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
Electricity - Streetlighting	72,000	12,000	6,674	5,326
Utility - Water & Sewer	70,000	11,667	15,323	(3,656)
Streetlights Gated	70,000	11,667	11,502	165
Streetlights Non-Gated	115,000	19,170	18,708	462
R&M-Common Area	15,000	2,500	789	1,711
R&M-Fountain	24,000	4,000	12,375	(8,375)
R&M-Gate	3,600	600	183	417
Misc-Contingency	10,000	1,667	3,557	(1,890)
Total Field	494,631	82,443	86,279	(3,836)
<u>Landscape Services</u>				
Contracts-Chemicals	64,800	10,800	10,800	-
Contracts-Landscape	382,509	63,752	63,752	-
Contracts-Landscape Consultant	5,400	900	-	900
Lease - Building	7,440	1,240	1,240	-
R&M-Irrigation	30,000	5,000	4,159	841
R&M-Mulch	30,000	-	-	-
R&M-Trees and Trimming	15,000	2,500	-	2,500
R&M-Plant&Tree Replacement	60,000	10,000	28,197	(18,197)
Total Landscape Services	595,149	94,192	108,148	(13,956)
<u>Reserves</u>				
Reserve	90,700	-	-	-
Total Reserves	90,700	-	-	-
TOTAL EXPENDITURES & RESERVES	1,316,828	214,127	224,019	(9,892)
Excess (deficiency) of revenues				
Over (under) expenditures	(120,109)	(127,214)	(199,466)	(72,252)
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	(120,109)	-	-	-
TOTAL FINANCING SOURCES (USES)	(120,109)	-	-	-
Net change in fund balance	\$ (120,109)	\$ (127,214)	\$ (199,466)	\$ (72,252)
FUND BALANCE, BEGINNING (OCT 1, 2018)	2,069,613	2,069,613	2,069,613	
FUND BALANCE, ENDING	\$ 1,949,504	\$ 1,942,399	\$ 1,870,147	

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ -	\$ 133	\$ 133
Interest - Tax Collector	-	-	159	159
Special Assmnts- Tax Collector	743,127	55,241	11,257	(43,984)
Special Assmnts- Discounts	(29,725)	(2,210)	(489)	1,721
TOTAL REVENUES	713,402	53,031	11,060	(41,971)
<u>EXPENDITURES</u>				
<u>Administration</u>				
Misc-Assessmnt Collection Cost	14,862	1,105	-	1,105
Total Administration	14,862	1,105	-	1,105
<u>Debt Service</u>				
Principal Debt Retirement A-1	186,000	-	-	-
Principal Debt Retirement A-2	254,000	-	-	-
Interest Expense Series A-1	99,634	49,817	49,817	-
Interest Expense Series A-2	164,116	82,058	82,058	-
Total Debt Service	703,750	131,875	131,875	-
TOTAL EXPENDITURES	718,612	132,980	131,875	1,105
Excess (deficiency) of revenues				
Over (under) expenditures	(5,210)	(79,949)	(120,815)	(40,866)
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	(5,210)	-	-	-
TOTAL FINANCING SOURCES (USES)	(5,210)	-	-	-
Net change in fund balance	\$ (5,210)	\$ (79,949)	\$ (120,815)	\$ (40,866)
FUND BALANCE, BEGINNING (OCT 1, 2018)	260,803	260,803	260,803	
FUND BALANCE, ENDING	\$ 255,593	\$ 180,854	\$ 139,988	

Notes to the Financial Statements
November 30, 2018

General Fund

► Assets

- **Cash and Investments** - In order to maximize liquidity, the District has invested in various CDs with varying maturities and Money Market Accounts (See Cash & Investments Report).
- **Interest/Dividend Receivables** - Year end accruals for interest on CD'S due on maturity (\$11,343).
- **Prepaid Items** - BMZ rent for December (\$620).
- **Deposits** - Duke Energy and OCU utility deposits (\$15,891).

► Liabilities

- **Accounts Payable** - Invoices for current month but not paid in current month (\$8,470).
- **Accrued Expenses** - Arrow Environmental Services 3 months (\$16,319), Servello Landscaping (\$8,024) & Aquatic Systems (\$513).
- **Due to Other Funds** - Funds owed to Debt service for Tax Assessments collected (\$10,927).

► Fund Balance

- **Assigned To:** Need to be assigned by the board.

Operating Reserves	\$	275,560
Fences, Walls		264,369
Irrigation System		116,952
Other		127,419
Pavement, Concrete, Catch Basins, Curb Inlets		490,842
Ponds, Lakes		223,184
Reserve Study		1,247

Total Reserves	\$	1,499,573
-----------------------	-----------	------------------

2017 Debt Service Fund

► Assets

- **Due From Other Funds** - GF owes DS for Tax Assessments collected (\$10,927).
- **Interest Expense** - Interest Expense on Series A-1 & 2 were paid in November, next payment due in May.
- **Principal Payment** - Principal payments are due in November on Series A-1 & 2.
- **Investments** - Trust Accounts at US Bank (See Cash & Investments Report).

Notes to the Financial Statements
November 30, 2018

Financial Overview / Highlights

Revenues

Non-Ad Valorem assessments are approximately 2% collected compared to 8% last year at the same time.

Total General Fund expenditures and reserves are approximately 17% of the annual adopted budget.

Special Assessments Other: represents the voluntary assessments from CVS for the shared cost of streetlighting and landscaping.

Significant variances explained below.

Variance Analysis

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
Expenditures				
<u>Administrative</u>				
ProfServ-Property Appraiser	\$ 2,196	\$ 2,196	100%	Appraisal fees paid in full.
Insurance- General Liability	\$ 9,545	\$ 11,134	117%	Insurance is paid in full for: Public Officials Employment Liability, General Liability, Property & Inland Marine coverage.
Annual District Filing Fee	\$ 175	\$ 175	100%	Annual fee paid in full.
<u>Field</u>				
R&M Fountain	\$ 24,000	\$ 12,375	52%	Vertex Water Features repairs and maintenance \$10,053, Churchills Group Holdings fountain service \$3,278, Enhanced Business Solutions fountain repairs \$3,400 and Aquatic Systems Fountain services \$5,130.
Misc-Contingency	\$ 10,000	\$ 3,557	36%	Aquatic Systems, Inc - Carp barrier lake #8 (\$1,750), Prophet Distribution - Litter bags/liners (\$1,512).
<u>Landscape Services</u>				
R&M-Plant&Tree Replacement	\$ 60,000	\$ 28,197	47%	Servello & Sons, Inc - Tree replacement (\$15,993), Plant replacement (\$5,810), Annuals (\$5,295) & Soil for planters (\$1,100).

VISTA LAKES
Community Development District

Supporting Schedules

November 30, 2018

Non-Ad Valorem Special Assessments - Orange County Tax Collector
(Monthly Collection Distributions)
For the Fiscal Year Ending September 30, 2019

					ALLOCATION BY FUND		
Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received	General Fund	Debt Service 2017-A1 Fund	Debt Service 2017-A2 Fund
Assessments Levied FY 2019				\$ 1,932,022	\$ 1,188,895 62%	\$ 301,632 41%	\$ 441,495 59%
11/13/18	\$ 5,129	\$ 279	\$ -	\$ 5,408	\$ 5,408	\$ -	\$ -
11/13/18	3,216	177	-	3,393		1,377	2,016
11/19/18	16,690	691	-	17,381	17,381		
11/19/18	7,552	312	-	7,864		3,192	4,672
TOTAL	\$ 32,587	\$ 1,459	\$ -	\$ 34,046	\$ 22,789	\$ 4,569	\$ 6,688
% COLLECTED					2%	2%	2%
TOTAL OUTSTANDING				\$ 1,897,976	\$ 1,166,107	\$ 297,063	\$ 434,807

Cash and Investment Report
November 30, 2018

<u>ACCOUNT NAME</u>	<u>BANK NAME</u>	<u>MATURITY</u>	<u>YIELD</u>	<u>BALANCE</u>
GENERAL FUND				
Checking Account - Operating	SunTrust	N/A	0.10%	\$ 9,485
Certificate of Deposit - 12 Months	BankUnited	2/23/2019	1.55%	\$ 203,219
Certificate of Deposit - 12 Months	BankUnited	9/17/2019	1.40%	\$ 258,290
Certificate of Deposit - 12 Months	BankUnited	9/17/2019	1.40%	\$ 258,290
Certificate of Deposit - 12 Months	BankUnited	10/31/2018	2.35%	\$ 207,828
Subtotal 12 Mo. CD's				\$ 927,627
Certificate of Deposit - 18 Months	BankUnited	3/29/2019	1.10%	\$ 152,485
Subtotal 18 Mo. CD				\$ 152,485
Money Market Account	BankUnited	N/A	1.00%	\$ 726,537
Money Market Account	Centennial Bank	N/A	0.80%	\$ 70,657
Subtotal Money Market				\$ 797,194
DEBT SERVICE FUND				
Series 2017 A-1 Reserve account				
US Bank Open-Ended Interest Bearing Commercial Paper	US Bank	N/A	0.00%	\$ 28,437
Series 2017 A-2 Reserve account				
US Bank Open-Ended Interest Bearing Commercial Paper	US Bank	N/A	0.00%	\$ 62,434
Series 2017 A-1 Revenue account				
US Bank Open-Ended Interest Bearing Commercial Paper	US Bank	N/A	0.00%	\$ 17,985
Series 2017 A-2 Revenue account				
US Bank Open-Ended Interest Bearing Commercial Paper	US Bank	N/A	0.00%	\$ 20,205
Subtotal Debt Service Fund				\$ 129,061
Total				\$ 2,015,852

Vista Lakes CDD

Bank Reconciliation

Bank Account No. 2505 SunTrust Bank - GF
Statement No. 11-18
Statement Date 11/30/2018

G/L Balance (LCY)	9,484.60	Statement Balance	56,286.97
G/L Balance	9,484.60	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	56,286.97
Subtotal	9,484.60	Outstanding Checks	46,802.37
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	9,484.60	Ending Balance	9,484.60
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
3/17/2017	Payment	007336	BRIGHT HOUSE NETWORKS	100.51	0.00	100.51
11/8/2018	Payment	007838	PAULA Z. EDWARDS	184.70	0.00	184.70
11/27/2018	Payment	007854	RAIN BIRD INTERNATIONAL, INC.	635.00	0.00	635.00
11/28/2018	Payment	007855	ALLIANCE COMMUNICATIONS CTR LLC	43.99	0.00	43.99
11/28/2018	Payment	007856	FEDEX	79.42	0.00	79.42
11/28/2018	Payment	007857	INFRAMARK, LLC	11,031.08	0.00	11,031.08
11/28/2018	Payment	007860	TOM MACCUBBIN	500.00	0.00	500.00
11/28/2018	Payment	007861	VERTEX WATER FEATURES	153.00	0.00	153.00
11/28/2018	Payment	007863	SERVELLO & SONS INC.	26,411.33	0.00	26,411.33
11/30/2018	Payment	DD256	Payment of Invoice 009787	163.34	0.00	163.34
11/30/2018	Payment	007864	SKYLIGHT ROOFING, INC	7,500.00	0.00	7,500.00
Total Outstanding Checks.....				46,802.37		46,802.37

3D.

**VISTA LAKES
COMMUNITY DEVELOPMENT DISTRICT**

Motion: Assigning Fund Balance as of 09/30/18

The Board hereby assigns the FY 2018 Reserves as follows:

Operating Reserves	\$275,560
Reserves – Fences/Walls	\$264,369
Reserves – Irrigation System	\$116,952
Reserves – Other	\$127,419
Reserves – Pav/Concrete/Basin/Curb	\$490,842
Reserves – Ponds/Lakes	\$223,184
Reserves – Reserve Study	\$1,247
 Total Reserves	 <u>\$1,499,573</u>

3E.

RESOLUTION 2019-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT DECLARING A VACANCY IN SEATS 1, 2 AND 3 OF THE BOARD OF SUPERVISORS PURSUANT TO SECTION 190.006(3)(b), FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

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

WHEREAS, on November 6, 2018, three (3) members of the Board of Supervisors (“**Board**”) are to be elected by “**Qualified Electors**,” as that term is defined in Section 190.003, Florida Statutes; and

WHEREAS, the District published a notice of qualifying period set by the Supervisor of Elections at least two (2) weeks prior to the start of said qualifying period; and

WHEREAS, at the close of the qualifying period, no one qualified to run for Seats 1, 2 and 3; and

WHEREAS, pursuant to Section 190.006(3)(b), Florida Statutes, the Board shall declare these seats vacant, effective the second Tuesday following the general election; and

WHEREAS, Qualified Electors are to be appointed to the vacant seats within 90 days thereafter; and

WHEREAS, the Board finds that it is in the best interests of the District to adopt this Resolution declaring the seats available for election as vacant.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The following seats are hereby declared vacant effective as of November 20, 2018:

Seat #1 (currently held by Paula Edwards)
Seat #2 (currently held by Jeff Rooks)
Seat #3 (currently held by Frank Sebestyen)

SECTION 2. Until such time as the District Board nominates Qualified Electors to fill the vacancies declared in Section 1 above, the incumbent Board Supervisors of those respective seats shall remain in office.

SECTION 3. This Resolution shall become effective upon its passage.

PASSED AND ADOPTED this 10th day of January, 2019.

ATTEST:

**VISTA LAKES COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairman/Vice Chairman

Sixth Order of Business

6Ai



November 16, 2018

QT-3756-11-18

Kristen Suit
Inframark
313 Campus Street
Celebration, Florida 34747

Re: Installation of HDPE Casing
Vista Lakes
Orlando, Florida

Kristen:

Trenchless Specialties, a division of Trenchless Crossings, Inc. is pleased to provide the following price to complete the directional boring associated with the above referenced project. Our price (subject to the attached qualifications) to complete the boring is detailed below

\$2,500.00

Supply, assemble and install approx. 70 feet of 4" HDPE SDR 11 irrigation casing

\$2,100.00

Provide MOT during installation of casing

We appreciate your interest in utilizing Trenchless Specialties; please do not hesitate to call if you have any questions or comments.

Sincerely,

A handwritten signature in blue ink that reads "Randall S. Bratcher".

Randall S. Bratcher
Florida District Manager

QUALIFICATIONS

The following qualifications and other rates apply to the above price quote:

1. ***Underground Obstructions*** – TS will arrange for all underground utility locates associated with the boring activities through Sunshine One call. Client will provide location information of all utilities not covered by the locating services. In addition, client will provide the exact location and elevation of all utilities under asphalt, concrete or any hardscape. If an unknown or improperly marked underground obstruction is encountered or damaged, cost of repair, if any, of the obstruction will not be the responsibility of TS.
2. ***Site Access*** - TS assumes site is accessible to trailer mounted drill rig and necessary support vehicles. If necessary client will provide equipment to place drill rig and support equipment. In addition, any access agreements needed to complete the work will be provided by client.
3. ***Work Stoppages*** - The above price assumes that no work stoppages will be caused by client or others from the time TS mobilize to when we demobilize. Work stoppages caused by others will result in a standby rate charge of \$150/hour with a maximum of \$1,500/day.
4. ***Water*** - TS will arrange for water on-site and TS will transport water as needed.
5. ***Tracking of Bores*** - The walkover method of tracking the borepath has been provided for in this proposal. Others will clear vegetation or other obstructions along borepath to allow tracking personnel to walk over drill string.
6. ***Permits*** - Client will obtain any necessary permits with assistance from TS as needed.
7. ***Disposal of Drilling Spoils*** - Cuttings and spent drill **fluids will be disposed of by TS off-site.** Others will be responsible for all costs associated with sampling and disposal of any contaminated cuttings/fluids.
8. ***Traffic Control*** - TS will supply traffic cones if needed during drilling operations. Others would supply any additional signage.
9. ***Other Equipment*** - TS will supply all equipment necessary for the drilling of the piping. With the exception of rock drilling equipment or tooling. Client will provide any equipment, shoring, and labor needed to excavate beyond what would be considered the normal entry and exit pit construction for this drilling technique.

10. **Landscaping / Concrete / Asphalt** – Will be removed and replaced as necessary by others.
11. **Pipe or Conduit Assembly** - All pipe for the bores will be supplied and assembled by TS.
12. **Testing/ Tie-Ins** - All testing and tie-ins (if necessary) will be performed by others.
13. **Survey** – Client will provide any necessary survey information along bore path including entry and exit points if needed.
14. **Payment Terms & Conditions** – Pricing is good for 90 days. Unless agreed upon in writing prior to mobilization, final payment, including retainage, will not exceed 30 days from date of final invoice. All bore lengths and quantities will be based on material installed from entry point to exit point including radius of curvature. Entry point is the point the drill string touches the ground. Exit point is the point the drill string exits the ground. Outstanding invoices exceeding 30 days will be subject to a finance charge of 1.5% per month.

Your signature below will evidence your agreement to the above price proposal and to the acceptance of the terms and conditions found in the proposal.

Acknowledged:

By:_____ Date:_____

6Aii



November 16, 2018

QT-3756-11-18

Kristen Suit
Inframark
313 Campus Street
Celebration, Florida 34747

Re: Installation of HDPE Casing
Vista Lakes
Orlando, Florida

Kristen:

Trenchless Specialties, a division of Trenchless Crossings, Inc. is pleased to provide the following price to complete the directional boring associated with the above referenced project. Our price (subject to the attached qualifications) to complete the boring is detailed below

\$1,900.00

Obtain R/O/W utilization and MOT permits through City of Orlando

We appreciate your interest in utilizing Trenchless Specialties; please do not hesitate to call if you have any questions or comments.

Sincerely,

A handwritten signature in blue ink that reads "Randall S. Bratcher".

Randall S. Bratcher
Florida District Manager

QUALIFICATIONS


The following qualifications and other rates apply to the above price quote:

1. ***Underground Obstructions*** – TS will arrange for all underground utility locates associated with the boring activities through Sunshine One call. Client will provide location information of all utilities not covered by the locating services. In addition, client will provide the exact location and elevation of all utilities under asphalt, concrete or any hardscape. If an unknown or improperly marked underground obstruction is encountered or damaged, cost of repair, if any, of the obstruction will not be the responsibility of TS.
2. ***Site Access*** - TS assumes site is accessible to trailer mounted drill rig and necessary support vehicles. If necessary client will provide equipment to place drill rig and support equipment. In addition, any access agreements needed to complete the work will be provided by client.
3. ***Work Stoppages*** - The above price assumes that no work stoppages will be caused by client or others from the time TS mobilize to when we demobilize. Work stoppages caused by others will result in a standby rate charge of \$150/hour with a maximum of \$1,500/day.
4. ***Water*** - TS will arrange for water on-site and TS will transport water as needed.
5. ***Tracking of Bores*** - The walkover method of tracking the borepath has been provided for in this proposal. Others will clear vegetation or other obstructions along borepath to allow tracking personnel to walk over drill string.
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9. ***Other Equipment*** - TS will supply all equipment necessary for the drilling of the piping. With the exception of rock drilling equipment or tooling. Client will provide any equipment, shoring, and labor needed to excavate beyond what would be considered the normal entry and exit pit construction for this drilling technique.

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14. **Payment Terms & Conditions** – Pricing is good for 90 days. Unless agreed upon in writing prior to mobilization, final payment, including retainage, will not exceed 30 days from date of final invoice. All bore lengths and quantities will be based on material installed from entry point to exit point including radius of curvature. Entry point is the point the drill string touches the ground. Exit point is the point the drill string exits the ground. Outstanding invoices exceeding 30 days will be subject to a finance charge of 1.5% per month.

Your signature below will evidence your agreement to the above price proposal and to the acceptance of the terms and conditions found in the proposal.

Acknowledged:

By:  Date: 11/19/2018
CHAIRMAN, VL, CDD

6B.i.

CLARK & ALBAUGH, LLP
ATTORNEYS & COUNSELORS AT LAW

700 W. Morse Boulevard, Suite 101
Winter Park, Florida 32789
Tel. 407-647-7600 / Fax 407-647-7622
Website: www.winterparklawyers.com

SCOTT D. CLARK
MITCHELL E. ALBAUGH

November 28, 2018

Received
Coral Springs, FL

NOV 30 2018

Vista Lakes Community Development District
c/o Inframark
210 N. University Drive, Suite 702
Coral Springs, FL 33071

INFRAMARK

Re: Fee rates for 2019

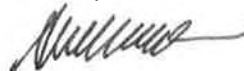
Dear Sirs:

With this letter, I am requesting an adjustment in the firm's hourly rates for the fiscal year that starts January 1, 2019. Our new rate for attorney services will be \$285.00 per hour.

I always hesitate when increasing rates of this nature. The rate you were previously charged has been in force for at least six years, and this increase is just more than eight percent. In general, our firm expenses continue to increase at a rate greater than our hourly rate increases. We will continue our policy not to charge for routine postage, photocopies, facsimiles or long distance, unless the charges are significant. We never apply an upcharge or administrative fee to any costs that we bill.

In the event that you wish to discuss this matter, I will be happy to do so. I appreciate the confidence the Board has given me in the past, and look forward to working together in the future.

Sincerely,



Scott D. Clark
Managing Partner

6D.i.

**VISTA LAKES COMMUNITY
DEVELOPMENT DISTRICT
FIELD MANAGEMENT
HIGHLIGHT REPORT**

VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT

FIELD MAINTENANCE HIGHLIGHT REPORT

December 2018

COMPLETED ITEMS:

- Meet with contractors on a monthly basis and performed a drive through
- Followed up with vendors on pending items
- Reviewed and processed invoices on a weekly basis
- Performed irrigation maintenance/repairs
- Returned phone calls
- Solved resident inquires made by phone and email
- Respond to emails and communications as needed
- Check lakes water levels on a daily basis
- Trash removal from ponds
- Community light review
- Follow up with Servello on proposals and work to be performed
- Cleaning around ponds
- Walk through and community review
- Replaced circuit issue at Gentry entry wall
- Replaced receptacle and photocell sensor at Warwick
- Replace receptacle box at Chickasaw
- Replaced broken LED light at Vista Park. Blvd.
- Met with Sevello twice on irrigation main line break on the Home Depot entrance
- Sent crew to remove concrete on East side entrance
- Sent crew to remove concrete on Wes Side entrance

ATTACHED:

- Field Management Update
- Landscape Review
- Vertex
- Churchills
- Servello
- Aquatic Systems

VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT RESIDENTIAL SERVICE FIELD MANAGEMENT UPDATE

Field Report Update - Vista Lakes – DATE 11-18-18 11-23-18 By: Carl R. Berret

Issue	Description	Assign to (if applicable)	Timeframe/Completed Date
Gates	Check all gates to make sure they are in working condition and no issues are found	Done	
Wood Fence	Check all wood fence to make sure is in good condition and clean	Done	
Lakes (see attached)	Look for algae issues, trash, signs around the lake, etc.	Done	
Signs	Make sure signs are in good condition. If any issues are found, take a picture and exact location of the sign to be reported.	Done	
Doggy stations	Make sure stations are in good condition. If any issues, correct them, if anything needs to be ordered take a picture and exact location.	Done Change Two from Lake to Sidewalk	
Fountains	Make sure fountains are working, clean, and if there are any issues report immediately	Done	
Water Levels	Check water levels accordingly	Done	
Leaks	Check for leaks throughout the community	Done	
Sidewalks	Perform sidewalk review periodically and if any issues identified, notify Field Manager.	Done	
Trash	Pick up trash as scheduled	Done	
Irrigation	Check for irrigation irregularities, see landscape contract	Done	
Landscape	Check for landscape irregularities, see landscape contract		
Fertilization	Check landscape contract for schedule.		
Other	Identify any other issues pertaining to CDD		
Other	Identify any other issues pertaining to CDD		

Field Report Update - Vista Lakes – DATE 11-26-18 11-30-18 By: Carlos R Barreto

Issue	Description	Assign to (if applicable)	Timeframe/Completed Date
Gates	Check all gates to make sure they are in working condition and no issues are found	Done	
Wood Fence	Check all wood fence to make sure is in good condition and clean	Done	
Lakes (see attached)	Look for algae issues, trash, signs around the lake, etc.	Done	
Signs	Make sure signs are in good condition. If any issues are found, take a picture and exact location of the sign to be reported.	Done	
Doggy stations	Make sure stations are in good condition. If any issues, correct them, if anything needs to be ordered take a picture and exact location.	Done	
Fountains	Make sure fountains are working, clean, and if there are any issues report immediately	Done	
Water Levels	Check water levels accordingly	Done	
Leaks	Check for leaks throughout the community	Done	
Sidewalks	Perform sidewalk review periodically and if any issues identified, notify Field Manager.	Done	
Trash	Pick up trash as scheduled	Done every Day	
Irrigation	Check for irrigation irregularities, see landscape contract		
Landscape	Check for landscape irregularities, see landscape contract		
Fertilization	Check landscape contract for schedule.		
Other	Identify any other issues pertaining to CDD		
Other	Identify any other issues pertaining to CDD		

Vista Lakes CDD
Community Light Inspection

Community	Walls	Date:	Date:	Date	Date:	Comments (working Y/N)
Chickasaw and Lee Vista	4	11-19-18	11-29-18	12-5-18		yes yes yes
Chickasaw and Pembroke	2	11-19-18	11-29-18	12-5-18		yes yes yes
Chickasaw and Amhurst	2	11-19-18	11-29-18	12-5-18		yes yes yes
Chickasaw and Amhurst Park	1	11-19-18	11-29-18	12-5-18		yes yes yes
Chickasaw and Colonie	2	11-19-18	11-29-18	12-5-18		yes yes yes
Chickasaw and Champlain	1	11-19-18	11-29-18	12-5-18		yes yes yes
Chickasaw and Melrose	2	11-19-18	11-29-18	12-5-18		yes yes change sensor yes
Chickasaw and Gentry	2	11-19-18	11-29-18	12-5-18		yes yes overside down yes
Chickasaw and Newport	4	11-19-18	11-29-18	12-5-18		yes yes yes
Vista Park and Gated Area	2	11-19-18	11-29-18	12-5-18		yes yes yes
Vista Park and Waverly	2	11-19-18	11-29-18	12-5-18		yes yes yes
Vista Park and Carlisle	2	11-19-18	11-29-18	12-5-18		yes yes yes
Vista Park and Carlisto	2	11-19-18	11-29-18	12-5-18		yes yes yes
Vista Park and Windsor	1	11-18-18	11-29-18	12-5-18		yes yes change bulb yes
Lee Vista and Fountain by HD		11-19-18	11-29-18	12-5-18		yes yes yes
Lee Vista and Warrick	2	11-19-18	11-29-18	12-5-18		yes yes yes
Lee Vista and Avon	2	11-19-18	11-29-18	12-5-18		yes yes yes
Lee Vista and Fountain #2 by Avon	2	11-19-18	11-29-18	12-5-18		yes yes yes
Lee Vista and Avon #2	2	11-19-18	11-29-18	12-5-18		yes yes yes

Utility Technician Name: _____

VISTA LAKES

Vista Lake
Lake Level Readings

Date	Time	Lake Level Reading (feet, NGVD)	Observations	Measurement Taken By
11-14-18	8:45 AM	80.0		Carlos R. Barreto
11-15-18	8:30 AM	80.0		Carlos R. Barreto
11-16-18	8:50 AM	80.0		Carlos R. Barreto
11-19-18	8:00 AM	80.0		Carlos R. Barreto
11-20-18	8:45 AM	80.0		Carlos R. Barreto
11-21-18	8:15 AM	80.0		Carlos R. Barreto
11-22-18	Holy Day			Carlos R. Barreto
11-23-18	Holy Day			Carlos R. Barreto
11-26-18	9:00 AM	80.0		Carlos R. Barreto
11-27-18	8:45 AM	80.0		Carlos R. Barreto
11-28-18	8:15 AM	80.0		Carlos R. Barreto
11-29-18		80.0		Carlos R. Barreto
11-30-18	Vacation off			Carlos R. Barreto

Vista Lake Critical Elevations (feet, NGVD)

Bottom of Opening = 79.70

Permitted Control Water Level = 80.00

Top of Opening = 80.90

Top of Weir Wall = 84.30

Top of Grate Elevation = 85.35

Top of Bank Elevation = 86.00

Pegasus
ENGINEERING

Montly Pond Inspection
Vista Lakes Ponds CDD

Field Manager's Name: Carlos R. Buratto

Date: 11-19-18 11-23-18

Pond 1	Findings	Comments
Shoreline Grass and Blush control		clean
Algae		
Trash Around Pond		
Water Level		
Signs		

Pond 2	Findings	Comments
Shoreline Grass and Blush control		clean
Algae		
Trash Around Pond		
Water Level		
Signs		

Pond 3	Findings	Comments
Shoreline Grass and Blush control		clean
Algae		
Trash Around Pond		
Water Level		
Signs		

Pond 4	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatment		
Trash Around Pond		
Water Level		
Signs		

Pond 5	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatment		
Trash Around Pond		
Water Level		
Signs		

Pond 6	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatment		
Trash Around Pond		
Water Level		

Signs		
Pond 7	Findings	Comments
Shoreline Grass and Blush control		
Algae Treatement		
Trash Around Pond		
Water Level		
Signs		

Pond 8	Findings	Comments
Shoreline Grass and Blush control		dirty trity clean 11-19-18 / 11-19-18 / 11-20-18 80.0 80.0 80.0
Algae Treatement		
Trash Around Pond		
Water Level 11-		
Signs		

Pond 9	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatement		
Trash Around Pond		
Water Level		
Signs		
Water Level		

Pond 10	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatement		
Trash Around Pond		
Water Level		
Signs		

Pond 11	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatement		
Trash Around Pond		
Water Level		
Signs		

Pond 12	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatement		
Trash Around Pond		
Water Level		
Signs		

Pond 13	Findings	Comments
Shoreline Grass and Blush control		
Algae Treatement		

Trash Around Pond		clean
Water Level		
Signs		
Pond 14	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatement		
Trash Around Pond		
Water Level		
Signs		

Montly Pond Inspection
Vista Lakes Ponds CDD

Field Manager's Name: Curtis R Barrett

Date: 11-26-18 11-30-18

Pond 1	Findings	Comments
Shoreline Grass and Blush control		Clean
Algae		
Trash Around Pond		
Water Level		
Signs		

Pond 2	Findings	Comments
Shoreline Grass and Blush control		clean
Algae		
Trash Around Pond		
Water Level		
Signs		

Pond 3	Findings	Comments
Shoreline Grass and Blush control		clean
Algae		
Trash Around Pond		
Water Level		
Signs		

Pond 4	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatment		
Trash Around Pond		
Water Level		
Signs		

Pond 5	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatment		
Trash Around Pond		
Water Level		
Signs		

Pond 6	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatment		
Trash Around Pond		
Water Level		

Signs		
Pond 7	Findings	Comments
Shoreline Grass and Blush control		Clean
Algae Treatment		
Trash Around Pond		
Water Level		
Signs		

Pond 8	Findings	Comments
Shoreline Grass and Blush control		lots off algae 80.0 80.0 80.0 11-27-18 11-28-18 11-29-18 11-30-18
Algae Treatment		
Trash Around Pond	80-0	
Water Level	11-26-18	
Signs		

Pond 9	Findings	Comments
Shoreline Grass and Blush control		Clean
Algae Treatment		
Trash Around Pond		
Water Level		
Signs		

Pond 10	Findings	Comments
Shoreline Grass and Blush control		Clean
Algae Treatment		
Trash Around Pond		
Water Level		
Signs		

Pond 11	Findings	Comments
Shoreline Grass and Blush control		Clean
Algae Treatment		
Trash Around Pond		
Water Level		
Signs		

Pond 12	Findings	Comments
Shoreline Grass and Blush control		Clean
Algae Treatment		
Trash Around Pond		
Water Level		
Signs		

Pond 13	Findings	Comments
Shoreline Grass and Blush control		
Algae Treatment		

Trash Around Pond		clean
Water Level		
Signs		
Pond 14	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatement		
Trash Around Pond		
Water Level		
Signs		

Field Report Update - Vista Lakes – DATE <u>12-3-18</u> <u>12-7-18</u> By: <u>C. L. 2 Barre</u>			
Issue	Description	Assign to (if applicable)	Timeframe/Completed Date
Gates	Check all gates to make sure they are in working condition and no issues are found	Done	
Wood Fence	Check all wood fence to make sure is in good condition and clean	Done	
Lakes (see attached)	Look for algae issues, trash, signs around the lake, etc.	Done	
Signs	Make sure signs are in good condition. If any issues are found, take a picture and exact location of the sign to be reported.	Done	
Doggy stations	Make sure stations are in good condition. If any issues, correct them, if anything needs to be ordered take a picture and exact location.	need 4 new stations missing lids Done	
Fountains	Make sure fountains are working, clean, and if there are any issues report immediately	Done	
Water Levels	Check water levels accordingly	Done	
Leaks	Check for leaks throughout the community	Done	
Sidewalks	Perform sidewalk review periodically and if any issues identified, notify Field Manager.	Done	
Trash	Pick up trash as scheduled	Done	
Irrigation	Check for irrigation irregularities, see landscape contract		
Landscape	Check for landscape irregularities, see landscape contract		
Fertilization	Check landscape contract for schedule.		
Other	Identify any other issues pertaining to CDD		
Other	Identify any other issues pertaining to CDD		

Vista Lakes CDD
Community Light Inspection

Community	Walls	Date:	Date:	Date	Date:	Comments (working Y/N)
Chickasaw and Lee Vista	4	12-12-18				yes
Chickasaw and Pembroke	2	12-12-18				yes
Chickasaw and Amhurst	2	12-12-18				yes
Chickasaw and Amhurst Park	1	12-12-18				yes
Chickasaw and Colonie	2	12-12-18				yes
Chickasaw and Champlain	1	12-12-18				yes
Chickasaw and Melrose	2	12-12-18				yes
Chickasaw and Gentry	2	12-12-18				yes
Chickasaw and Newport	4	12-12-18				yes need to change one photo cell
Vista Park and Gated Area	2	12-12-18				yes photo
Vista Park and Waverly	2	12-12-18				yes
Vista Park and Carlisle	2	12-12-18				yes
Vista Park and Carlisto	2	12-12-18				yes
Vista Park and Windsor	1	12-12-18				yes
Lee Vista and Fountain by HD		12-12-18				yes
Lee Vista and Warrick	2	12-12-18				yes
Lee Vista and Avon	2	12-12-18				yes
Lee Vista and Fountain #2 by Avon	2	12-12-18				yes
Lee Vista and Avon #2	2	12-12-18				yes

Utility Technician Name: Carlos R Berrute

Montly Pond Inspection
Vista Lakes Ponds CDD

Field Manager's Name: Carlos R Barreto

Date: 12-10-18 12-14-18

Pond 1	Findings	Comments
Shoreline Grass and Blush control		Clean
Algae		
Trash Around Pond		
Water Level		
Signs		

Pond 2	Findings	Comments
Shoreline Grass and Blush control		Clean
Algae		
Trash Around Pond		
Water Level		
Signs		

Pond 3	Findings	Comments
Shoreline Grass and Blush control		Clean
Algae		
Trash Around Pond		
Water Level		
Signs		

Pond 4	Findings	Comments
Shoreline Grass and Blush control		Clean
Algae Treatment		
Trash Around Pond		
Water Level		
Signs		

Pond 5	Findings	Comments
Shoreline Grass and Blush control		Clean
Algae Treatment		
Trash Around Pond		
Water Level		
Signs		

Pond 6	Findings	Comments
Shoreline Grass and Blush control		Clean
Algae Treatment		
Trash Around Pond		
Water Level		

Signs		
Pond 7	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatement		
Trash Around Pond		
Water Level		
Signs		

Pond 8	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatement		
Trash Around Pond		
Water Level		
Signs		
		12-10-18 12-11-18 12-12-18 10-13-18 12-14-18 80.3 80.3 80.2 80.2 80.2

Pond 9	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatement		
Trash Around Pond		
Water Level		
Signs		

Water Level		
Pond 10	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatement		
Trash Around Pond		
Water Level		
Signs		

Pond 11	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatement		
Trash Around Pond		
Water Level		
Signs		

Pond 12	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatement		
Trash Around Pond		
Water Level		
Signs		

Pond 13	Findings	Comments
Shoreline Grass and Blush control		
Algae Treatement		

Trash Around Pond		<i>Clean</i>
Water Level		
Signs		
Pond 14	Findings	Comments
Shoreline Grass and Blush control		<i>Clean</i>
Algae Treatement		
Trash Around Pond		
Water Level		
Signs		

Field Report Update - Vista Lakes - DATE 12-10-18 12-14-18 By: Carlos R. Berneto

Issue	Description	Assign to (if applicable)	Timeframe/Completed Date
Gates	Check all gates to make sure they are in working condition and no issues are found	Done	
Wood Fence	Check all wood fence to make sure is in good condition and clean	Done	
Lakes (see attached)	Look for algae issues, trash, signs around the lake, etc.	Done	
Signs	Make sure signs are in good condition. If any issues are found, take a picture and exact location of the sign to be reported.	Done	
Doggy stations	Make sure stations are in good condition. If any issues, correct them, if anything needs to be ordered take a picture and exact location.	Done need 4 new doggy posts	
Fountains	Make sure fountains are working, clean, and if there are any issues report immediately	Done	
Water Levels	Check water levels accordingly	Done	
Leaks	Check for leaks throughout the community	Done	
Sidewalks	Perform sidewalk review periodically and if any issues identified, notify Field Manager.	Done	
Trash	Pick up trash as scheduled	Done	
Irrigation	Check for irrigation irregularities, see landscape contract	Done	
Landscape	Check for landscape irregularities, see landscape contract		
Fertilization	Check landscape contract for schedule.		
Other	Identify any other issues pertaining to CDD		
Other	Identify any other issues pertaining to CDD		

**Montly Pond Inspection
Vista Lakes Ponds CDD**

Field Manager's Name: Carlos R. Berroto

Date: 12-3-12 12-7-18

Pond 1	Findings	Comments
Shoreline Grass and Blush control		clean
Algae		
Trash Around Pond		
Water Level		
Signs		

Pond 2	Findings	Comments
Shoreline Grass and Blush control		clean
Algae		
Trash Around Pond		
Water Level		
Signs		

Pond 3	Findings	Comments
Shoreline Grass and Blush control		clean
Algae		
Trash Around Pond		
Water Level		
Signs		

Pond 4	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatment		
Trash Around Pond		
Water Level		
Signs		

Pond 5	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatment		
Trash Around Pond		
Water Level		
Signs		

Pond 6	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatment		
Trash Around Pond		
Water Level		

Signs		
Pond 7	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatment		
Trash Around Pond		
Water Level		
Signs		

Pond 8	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatment		
Trash Around Pond		
Water Level	12-3-18 80.0	
Signs	12-4-18 80.3	
	12-5-18 80.3	12-6-18 80.1
		12-7-18 80.1

Pond 9	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatment		
Trash Around Pond		
Water Level		
Signs		
Water Level		

Pond 10	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatment		
Trash Around Pond		
Water Level		
Signs		

Pond 11	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatment		
Trash Around Pond		
Water Level		
Signs		

Pond 12	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatment		
Trash Around Pond		
Water Level		
Signs		

Pond 13	Findings	Comments
Shoreline Grass and Blush control		
Algae Treatment		

Trash Around Pond		clean
Water Level		
Signs		
Pond 14	Findings	Comments
Shoreline Grass and Blush control		clean
Algae Treatement		
Trash Around Pond		
Water Level		
Signs		

VISTA LAKES

Vista Lake
Lake Level Readings

Date	Time	Lake Level Reading (feet, NGVD)	Observations	Measurement Taken By
12-3-18	8:30 AM	80.0		Carlos R. Barreto
12-4-18	9:45 AM	80.3		Carlos R. Barreto
12-5-18	8:30 AM	80.3		Carlos R. Barreto
12-6-18	9:15 AM	80.1		Carlos R. Barreto
12-7-18	8:45 AM	80.1		Carlos R. Barreto
12-10-18	8:30 AM	80.3		Carlos R. Barreto
12-11-18	9:30 AM	80.3		Carlos R. Barreto
12-12-18	9:00 AM	80.2		Carlos R. Barreto
12-13-18	8:15 AM	80.2		Carlos R. Barreto
12-14-18	8:45 AM	80.2		Carlos R. Barreto
12-17-18				Carlos R. Barreto
12-18-18				Carlos R. Barreto
12-19-18				Carlos R. Barreto

Vista Lake Critical Elevations (feet, NGVD)

Bottom of Opening = 79.70

Permitted Control Water Level = 80.00

Top of Opening = 80.90

Top of Weir Wall = 84.30

Top of Grate Elevation = 85.35

Top of Bank Elevation = 86.00

Pegasus
ENGINEERING

VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT LANDSCAPE REVIEW

Vista Lakes Landscape Review Report

Issue	Location	thru	Status	Field Manager Comments
Palm Tree Pruning	At Chickasaw Trail between Lee Vista Blvd. and Hastings Beach Blvd. (Community entrances)	11/30/2018	Completed	Scheduled and completed by Servelo on time.
Leaning trees	At Lee Vista Blvd.(medium Island between Narcoossee Road and Chickasaw Trail.)	11/30/2018	Completed	Scheduled for sep. 10, 2018
Remove stumps	At Lee Vista Blvd.(medium Island between Narcoossee Road and Chickasaw Trail.)	11/30/2018	Completed	
Tree beds cover with weeds	Around the community	11/30/2018	Completed	Sheduled to maintain on a daily basis Detail (some section at the mediun island need clean up)
Fertilizer	Around the community	11/30/2018	Pending	Supervisor Jeff C. will provide schedule to fertilizer. This is a second request.
Irrigation Issue	At Lee Vista Blvd.	11/30/2018	Completed	Supervisor Jeff C. will provide schedule to inspection ASAP. This is a second request.
Remove Dead pine tree on bed area	At 6888 Remington View ct.	11/30/2018	Pending	Pending approval from Board

Vista Lakes Landscape Review Report

Issue	Location	thru	Status	Field Manager Comments	Servello Updates
Fertilizer	Around the community	12/26/2018	Not Completed	Supervisor Jeff C. will provide schedule to fertilizer. This is a third request.	12/26/18 all shrubs treatment-Schedule 2019 being worked on
Irrigation Issue	At Lee Vista Blvd. by Home Depot	12/26/2018	Not Completed	Will continue to work on this project during the week of Jan 4th	First phase completed, Plan is in place for completion will be completed Jan 2019
Remove Dead pine tree on bed area	At 6888 Remington View ct.	12/26/2018	Not Completed	Pending approval from Board	Proposal submitted 11/15/18
Celaning and pruning	Entrnace at Amhurt - need to be cleaned	12/26/2018	Not Completed	There are branches too high. A proposal will be provided.	Completed no proposal necessary
Clena Fence	Amhurt	12/26/2018	Not Completed	Jeff will scheduled and let us know	January 19th
Mulching	Throughout the community	12/26/2018	Not Completed	penging board approval	Revised proposal submitted

VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT VERTEX REPORT



Vertex Water Features, Inc.
2100 NW 33rd Street
Pompano Beach, FL 33069

Phone: (844) 432-4303
Fax:
raquel.mason@vertexwaterfeatures.com
www.vertexwaterfeatures.com

Bill To
Vista Lakes CDD 0486280
c/o Inframark Infrastructure Management
S
210 North University Drive #702
Coral Springs FL 33071

Ship To
Russell Simons
Vista Lakes CDD 0486280
8841 Lee Vista Blvd
Orlando FL 32829

Work Order #: 1153 Assigned Tech: Tom L. (TJL)

Completion Date: 7/18/2018

Equipment Type: Floating Fountain

Name: Site #8 - Ftn.

Manufacturer: Vertex

Model: 10Hp TwoTier

Install Date: 1/12/2010

Parts Warranty Expiration:

Labor Warranty Expiration:

Readings

1. Motor Voltage	235. 6 volts	2. Motor Amperage / Leakage	33. 6 amps at 1. 80 milliamps
3. Lighting Voltage	113. 2 volts	4. Lighting Amperage / Leakage	15. 4 amps at 1. 60 milliamps

Services Performed

5.	<input checked="" type="checkbox"/> Test Motor GFCI circuit <input checked="" type="checkbox"/> Test Light GFCI circuit <input checked="" type="checkbox"/> Clean Intake Screen <input checked="" type="checkbox"/> Clean Light & Lenses <input checked="" type="checkbox"/> Clean Float <input checked="" type="checkbox"/> Clean Display Head/Ring & Jets <input checked="" type="checkbox"/> Adjust Mooring Lines <input checked="" type="checkbox"/> Reset Timers	6. Timer Settings	9 a. M. To 11 p. M., 6 p. M. To 11 p. M.
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Vertex Water Features, Inc.
2100 NW 33rd Street
Pompano Beach, FL 33069

Phone: (844) 432-4303
Fax:
raquel.mason@vertexwaterfeatures.com
www.vertexwaterfeatures.com

Service Comments

7.	Very heavy algae on all Arts, all circuits normal at departure.	8.
----	---	----

Customer Contact Method

9.	<input checked="" type="checkbox"/> Call Ahead <input checked="" type="checkbox"/> Call After
----	--



Vertex Water Features, Inc.
2100 NW 33rd Street
Pompano Beach, FL 33069

Phone: (844) 432-4303
Fax:
raquel.mason@vertexwaterfeatures.com
www.vertexwaterfeatures.com

Bill To
Vista Lakes CDD 0486280
c/o Inframark Infrastructure Management
S
210 North University Drive #702
Coral Springs FL 33071

Ship To
Russell Simons
Vista Lakes CDD 0486280
8841 Lee Vista Blvd
Orlando FL 32829

Work Order #: 1883 Assigned Tech: Brian G. (BJG)

Completion Date: 10/1/2018

Equipment Type: Floating Fountain

Name: Site #8 - Ftn.

Manufacturer: Vertex

Model: 10Hp TwoTier

Install Date: 1/12/2010

Parts Warranty Expiration:

Labor Warranty Expiration:

Service Comments

1.	Cleaned very heavy algae from components.	2.	All circuits OK at departure.
3.			

Services Performed

4.	<input checked="" type="checkbox"/> Test Motor GFCI circuit <input checked="" type="checkbox"/> Test Light GFCI circuit <input checked="" type="checkbox"/> Clean Intake Screen <input checked="" type="checkbox"/> Clean Light & Lenses <input checked="" type="checkbox"/> Clean Float <input checked="" type="checkbox"/> Clean Display Head/Ring & Jets <input checked="" type="checkbox"/> Adjust Mooring Lines <input checked="" type="checkbox"/> Reset Timers
----	--

Readings



Vertex Water Features, Inc.
2100 NW 33rd Street
Pompano Beach, FL 33069

Phone: (844) 432-4303
Fax:
raquel.mason@vertexwaterfeatures.com
www.vertexwaterfeatures.com

5. Motor Voltage	242.6	6. Motor Amperage / Leakage	31.2 @ 2.9mA
7. Lighting Voltage	119.3	8. Lighting Amperage / Leakage	15.93 @ 2.3 mA
9. Timer Settings	Motor 9 a.m. to 11 p.m. lights 7 p.m. to 11 p.m.		
Customer Contact Method			
10.	<input checked="" type="checkbox"/> Call Ahead <input checked="" type="checkbox"/> Call After <input checked="" type="checkbox"/> Voicemail		



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Bill To
Vista Lakes CDD 0486280
c/o Inframark Infrastructure Management
S
210 North University Drive #702
Coral Springs FL 33071

Ship To
Russell Simons
Vista Lakes CDD 0486280
8841 Lee Vista Blvd
Orlando FL 32829

Work Order #: 2716 Assigned Tech: Brian G. (BJG)

Completion Date: 11/5/2018

Equipment Type: Floating Fountain

Name: Site #8 - Ftn.

Manufacturer: Vertex

Model: 10Hp TwoTier

Install Date: 1/12/2010

Parts Warranty Expiration:

Labor Warranty Expiration:

Service Comments

- | | | | |
|----|---|----|-------------------------------|
| 1. | Cleaned moderate algae from components. | 2. | All circuits OK at departure. |
| 3. | | | |

Services Performed

- | | |
|----|--|
| 4. | <input checked="" type="checkbox"/> Test Motor GFCI circuit
<input checked="" type="checkbox"/> Test Light GFCI circuit
<input checked="" type="checkbox"/> Clean Intake Screen
<input checked="" type="checkbox"/> Clean Light & Lenses
<input checked="" type="checkbox"/> Clean Float
<input checked="" type="checkbox"/> Clean Display Head/Ring & Jets
<input checked="" type="checkbox"/> Adjust Mooring Lines
<input checked="" type="checkbox"/> Reset Timers |
|----|--|

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5. Motor Voltage	242.7	6. Motor Amperage / Leakage	32.42 @ 3.3 mA
7. Lighting Voltage	119.4	8. Lighting Amperage / Leakage	15.86 @ 1.6 mA
9. Timer Settings	Motor 9 a.m. to 11 p.m. lights 6 p.m. to 11 p.m.		
Customer Contact Method			
10.	<input checked="" type="checkbox"/> Call After		



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Orlando FL 32829

Work Order #: 3255

Assigned Tech: Adrian S. (ARS)

Completion Date: 12/7/2018

Equipment Type: Floating Fountain

Name: Site #9 - Ftn.

Manufacturer: Vertex

Model: 5Hp TwoTier

Install Date: 12/30/2010

Parts Warranty Expiration:

Labor Warranty Expiration:

Service Comments

- | | | | |
|----|---|----|-----------------------------------|
| 1. | Cleaned moderate algae from components. | 2. | All circuits normal at departure. |
| 3. | | | |

Services Performed

- | | |
|----|--|
| 4. | <input checked="" type="checkbox"/> Test Motor GFCI circuit
<input checked="" type="checkbox"/> Test Light GFCI circuit
<input checked="" type="checkbox"/> Clean Intake Screen
<input checked="" type="checkbox"/> Clean Light & Lenses
<input checked="" type="checkbox"/> Clean Float
<input checked="" type="checkbox"/> Clean Display Head/Ring & Jets
<input checked="" type="checkbox"/> Adjust Mooring Lines
<input checked="" type="checkbox"/> Reset Timers |
|----|--|

Readings



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www.vertexwaterfeatures.com

5. Motor Voltage	239.6	6. Motor Amperage / Leakage	24.21/1.46
7. Lighting Voltage	118.76	8. Lighting Amperage / Leakage	8.32/1.46
9. Timer Settings	7-11/5-11p		
Customer Contact Method			
10.	<input checked="" type="checkbox"/> Call After		



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8841 Lee Vista Blvd
Orlando FL 32829

Work Order #: 3255

Assigned Tech: Adrian S. (ARS)

Completion Date: 12/7/2018

Equipment Type: Floating Fountain

Name: Site #11 - Ftn.

Manufacturer: Vertex

Model: 5Hp TwoTier

Install Date: 10/30/2009

Parts Warranty Expiration:

Labor Warranty Expiration:

Service Comments

- | | | | |
|----|---|----|-----------------------------------|
| 1. | Cleaned moderate algae from components. | 2. | All circuits normal at departure. |
| 3. | | | |

Services Performed

- | | |
|----|--|
| 4. | <input checked="" type="checkbox"/> Test Motor GFCI circuit
<input checked="" type="checkbox"/> Test Light GFCI circuit
<input checked="" type="checkbox"/> Clean Intake Screen
<input checked="" type="checkbox"/> Clean Light & Lenses
<input checked="" type="checkbox"/> Clean Float
<input checked="" type="checkbox"/> Clean Display Head/Ring & Jets
<input checked="" type="checkbox"/> Adjust Mooring Lines
<input checked="" type="checkbox"/> Reset Timers |
|----|--|

Readings



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Pompano Beach, FL 33069

Phone: (844) 432-4303
Fax:
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www.vertexwaterfeatures.com

5. Motor Voltage	241.7	6. Motor Amperage / Leakage	23.6/1.65
7. Lighting Voltage	119.24	8. Lighting Amperage / Leakage	12.32/.99
9. Timer Settings	7-11/5-11		
Customer Contact Method			
10.	<input checked="" type="checkbox"/> Call After		



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8841 Lee Vista Blvd
Orlando FL 32829

Work Order #: 3255 Assigned Tech: Adrian S. (ARS)

Completion Date: 12/7/2018

Equipment Type: Floating Fountain

Name: Site #6 - Ftn.

Manufacturer: Lake Fountain

Model: 5Hp Ringjet

Install Date:

Parts Warranty Expiration:

Labor Warranty Expiration:

Service Comments

- | | | | |
|----|---|----|-----------------------------------|
| 1. | Cleaned moderate algae from components. | 2. | All circuits normal at departure. |
| 3. | | | |

Services Performed

- | | |
|----|--|
| 4. | <input checked="" type="checkbox"/> Test Motor GFCI circuit
<input checked="" type="checkbox"/> Test Light GFCI circuit
<input checked="" type="checkbox"/> Clean Intake Screen
<input checked="" type="checkbox"/> Clean Light & Lenses
<input checked="" type="checkbox"/> Clean Float
<input checked="" type="checkbox"/> Clean Display Head/Ring & Jets
<input checked="" type="checkbox"/> Adjust Mooring Lines
<input checked="" type="checkbox"/> Reset Timers |
|----|--|

Readings



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5. Motor Voltage	206.3	6. Motor Amperage / Leakage	24.69/1.26
7. Lighting Voltage	115.9	8. Lighting Amperage / Leakage	18.68/.98
9. Timer Settings	7-11p/5p-11p		
Customer Contact Method			
10.	<input checked="" type="checkbox"/> Call After		



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Vista Lakes CDD 0486280
8841 Lee Vista Blvd
Orlando FL 32829

Work Order #: 3255

Assigned Tech: Adrian S. (ARS)

Completion Date: 12/7/2018

Equipment Type: Floating Fountain

Name: Site #10- Ftn.

Manufacturer: Vertex

Model: 10Hp TwoTier

Install Date: 12/30/2010

Parts Warranty Expiration:

Labor Warranty Expiration:

Service Comments

- | | | | |
|----|--|----|-------------------------|
| 1. | Cleaned heavy algae from components. | 2. | System down for repair. |
| 3. | <input checked="" type="checkbox"/> Repair Quote Pending | | |

Services Performed

- | | |
|----|--|
| 4. | <input checked="" type="checkbox"/> Test Motor GFCI circuit
<input checked="" type="checkbox"/> Test Light GFCI circuit
<input checked="" type="checkbox"/> Clean Intake Screen
<input checked="" type="checkbox"/> Clean Light & Lenses
<input checked="" type="checkbox"/> Clean Float
<input checked="" type="checkbox"/> Clean Display Head/Ring & Jets
<input checked="" type="checkbox"/> Adjust Mooring Lines
<input checked="" type="checkbox"/> Reset Timers |
|----|--|

Readings



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5. Motor Voltage	346.3	6. Motor Amperage / Leakage	24.6/4.85
7. Lighting Voltage	115.6	8. Lighting Amperage / Leakage	7.84/1.27
9. Timer Settings	7-11/5-11		
Customer Contact Method			
10.	<input checked="" type="checkbox"/> Call After		



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Coral Springs FL 33071

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Vista Lakes CDD 0486280
8841 Lee Vista Blvd
Orlando FL 32829

Work Order #: 3353

Assigned Tech: Adrian S. (ARS)

Completion Date: 12/7/2018

Equipment Type: Floating Fountain

Name: Site #8 - Ftn.

Manufacturer: Vertex

Model: 10Hp TwoTier

Install Date: 1/12/2010

Parts Warranty Expiration:

Labor Warranty Expiration:

Service Comments

- | | | | |
|----|---|----|-------------------------------|
| 1. | Cleaned moderate algae from components. | 2. | All circuits OK at departure. |
| 3. | | | |

Services Performed

- | | |
|----|--|
| 4. | <input checked="" type="checkbox"/> Test Motor GFCI circuit
<input checked="" type="checkbox"/> Test Light GFCI circuit
<input checked="" type="checkbox"/> Clean Intake Screen
<input checked="" type="checkbox"/> Clean Light & Lenses
<input checked="" type="checkbox"/> Clean Float
<input checked="" type="checkbox"/> Clean Display Head/Ring & Jets
<input checked="" type="checkbox"/> Adjust Mooring Lines
<input checked="" type="checkbox"/> Reset Timers |
|----|--|

Readings



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5. Motor Voltage	242.7	6. Motor Amperage / Leakage	31.1/2.96
7. Lighting Voltage	119.5	8. Lighting Amperage / Leakage	16.36/2.3
9. Timer Settings	9-11/5-11		
Customer Contact Method			
10.	<input checked="" type="checkbox"/> Call After		

VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT CHURCHILLS GROUP REPORT



FACILITY REPORT

Vista Lakes – East & West Fountains

Service Month **To December 20th 2018**

Service Frequency **1 x Weekly**

EAST FOUNTAIN:

Filter pump No issues.

Fountain pump No issues.

WEST FOUNTAIN:

Filter pump No issues

Fountain pump No issues

NOTES:

Fountains completed refurbishment during this cycle.

VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT SERVELLO & SONS REPORT

Location: Gentry Park				
Description: Proposal #957	Quantity	Completed Y/N	Date of Completion	Schedule for
<u>SARATOGA INLET</u> WKND 11-9-18				
Install 45 gallon Live Oak	1	yes	11/9/2018	Completed
Install 45 gallon Magnolia	1	yes	11/9/2018	Completed
<u>ASHLEY CROSSING</u>				
Install 45 gallon Drake elms	2	yes	11/9/2018	Completed
<u>WESTCOTT Dr</u>				
Install 30 gallon Multi trunk Crape Myrtle 'Natchez'	2	yes	11/9/2018	Completed
<u>CORINTH CROSSING</u>				
Install 45 gallon Drake elms	2	yes	11/19/2018	Completed
<u>BRISTOL CHANNEL</u>				
Install 30 gallon Multi trunk Crape Myrtle 'Natchez'	1	yes	11/9/2018	Completed
IRRIGATION ENH, curNTS-ADDDING TREE BUBBLERS	Lump Sum	yes	11/9/2018	Completed
ADDING FILL SOIL	5 yds	yes	11/9/2018	Completed
TREE STAKING KITS	9	yes	11/9/2018	Completed

Throughout all CDD property				
Replace trees - Lee Vista Blvd.		Completed WKND 11-9-18		
Description: Proposal #958	Quantity	Completed Y/N	Date of Completion	Schedule for
Lee Vista Blvd				
Install 45 gallon Magnolia	3	yes	11/9/2018	Completed
Install 45 gallon Oak Tree	4	yes	11/9/2018	Completed
Chickasaw Trail				
Install 45 gallon Live Oak	2	yes	11/9/2018	Completed
WARWICK				
Install 45 gallon Live Oak	2	yes	11/9/2018	Completed
TREE STAKING KITS	11	yes	11/9/2018	Completed
'REMOVE TREE TOTAL FLUSH CUT AND DISPOSE		yes	11/9/2018	Completed
VERY LARGE TREE CORNER CHICKASAW TRAIL	1	yes	11/9/2018	Completed
LEANING DRAKE ELMS IN PLANTER BEDS	2	yes	11/9/2018	Completed

Location: Lee Vista BLVD medians and curbside				
Description: Proposal #930	Quantity	Completed Y/N	Date of Completion	Schedule for
Remove and dispose select dead or declining plant	Lump Sum	yes	wknd 11-16-18	Completed
Install 3 gallon Trinette	60	yes	SAB	Completed
Install 3 gallon Loropetalums(Plum)	150	yes	SAB	Completed
Install 3 gallon Dwarf Youpon Holly	30	yes	SAB	Completed
Install 3 gallon Plumbago	80	yes	SAB	Completed

Location: Champlain Marquee Sign				
Description: Proposal # 929	Quantity	Completed Y/N	Date of Completion	Schedule for
Remove and dispose of existing plant materiel (DEMO)	Lump Sum	yes	26-Nov	WKND 11/30
Install 3 gallon Loropetalum (Plum)	60	yes	26-Nov	completed
Install 3 gallon Dwarf Youpon Holly	60	yes	26-Nov	completed
Install addition soil to existing annual bed	1 yd	yes	26-Nov	completed
Install 7 gallon Oleander (Pink Ice)	3	yes	11/26/2018	completed

Location: Colonie Marquee Sign				
Description: Proposal #928	QTY	Completed Y/N	Date of Completion	Schedule for
Remove and dispose of existing pint material (DEMO)	LS	yes	26-Nov	WKND 11/30
Install 3 gallon Dwarf Bottle brush	80	yes	26-Nov	Completed
Install 3 gallon Dwarf Youpon Holly	20	yes	26-Nov	Completed
Install additional soil to existing annual beds	2yds	yes	26-Nov	Completed
Install 1 gallon Agapathus	8	yes	26-Nov	Completed
Install 1 gallon Garlic society to median endcaps	50	yes	26-Nov	Completed
Install St Augustine Sod	1600sqft	yes	26-Nov	Completed

Location: Amhurst entrance				
Description Proposal #927	Quantity	Completed Y/N	Date of Completion	

Remove and dispose of existing pint material	Lump Sum	yes	27-Nov	WKND 11/30
Install 3 gallon Trinette	80	yes	27-Nov	Completed
Install 7 gallon Podocarpus	60	yes	27-Nov	Completed
Install 3 gallon Variegated Ginger	16	yes	27-Nov	Completed
Install 1 gallon Super Blue Loriope	40	yes	27-Nov	Completed
Install 1 gallon Confederate Jasmine	700	yes	27-Nov	Completed
Install St Augustine Sod	1600 sqft.	yes	27-Nov	Completed

Location:Pembroke entrance				
Description: Proposal #926	Quantity	Completed Y/N	Date of Completion	Schedule for
Remove and dispose of existing pint material (DEMO)	Lump Sum	yes	27-Nov	WKND 11/30
Install 3 gallon Dwarf Youpon Holly	120	yes	27-Nov	Completed
Install soil to create annual beds	2 yds	yes	27-Nov	Completed
Install seasonal annuals	300	yes	27-Nov	Completed
Install St Augustine sod	1600 sqft.	yes	27-Nov	Completed

Location:Front of clubhouse planeter bed				
Description: #925	Quantity	Completed Y/N	Date of Completion	Schedule for
Install 3 gallon Loropetalum (Plum)	75	y	30-Nov	30-Nov

Location:Fountain Home depot				
Description: Proposal #924	Quantity	Completed Y/N	Date of Completion	Schedule for
Remove and dispose of existing plant material	LS	yes	wknd 11-16	Completed
Install 3 gallon Loropetalum (Plum)	160	yes	SAB	completed
Install 3 gallon Dwarf Youpon Holly	130	yes	SAB	completed
Install 1 gallon Confederate Jasmine	300	yes	SAB	completed

Location:Corner of brick wall back of Carlisle neighborhood				
Description- Proposal #923	QTY	Completed Y/N	Date of Completion	Schedule for

Remove and dispose of existing plant material	LS	yes	SAB	completed
Install 3 gallon Loropetalum (Plum)	150	yes	SAB	completed
Install 3 gallon Dwarf Youpon Holly	90	yes	SAB	completed
Install 7 gallon Anise	8	yes	SAB	completed
Install 3 gallon Agapanthus	15	yes	SAB	completed
Install St Augustine Sod	800 sqft	yes	SAB	completed

Location: Vista park along brick wall				
Description: Proposal #922	Quantity	Completed Y/N	Date of Completion	Schedule for
Remove and dispose of existing plant material	Lump Sum	yes	30-Nov	WKND_11/30
Install 3 gallon Xanadu Philadendron	180	yes	30-Nov	Completed
Install 3 gallon Variegated Ginger	80	yes	30-Nov	Completed
Install 3 gallon Philodendron	2	yes	30-Nov	Completed

Location: Windsor Marquee sign				
Description: Proposal #920	QTY	Completed Y/N	Date of Completion	Schedule for
Remove and dispose of existing plant material	LS	yes	23-Nov	WKND 11/23
Install 3 gallon Dwarf Youpon Holly	40	yes	23-Nov	Completed
Install additional soil to existing annual bed	1yd	yes	23-Nov	Completed

Location: Melrose entrance				
Description: Proposal #920	QTY	Completed Y/N	Date of Completion	Schedule for
Remove and dispose of existing plant material	LS	yes	23-Nov	WKND 11/23
Install 1 gallon Society Garlic	100	yes	23-Nov	completed
Install 3 gallon Xanadu Philodendron	100	yes	23-Nov	completed
Install 3 gallon Philodendron	2	yes	23-Nov	completed

Location: Avon entrance, Covington cove, and fountain				
Description Proposal #919	Quantity	Completed Y/N	Date of Completion	Schedule for
Remove and dispose of existing plant material	Lump Sum	yes	23-Nov	WKND 11/23
Install 3 gallon Loropetalums (Plum)	50	yes	23-Nov	Completed
Install 3 gallon Dwarf Firebush	25	yes	23-Nov	Completed
Install 1 gallon Confederate Jasmine	25	yes	23-Nov	Completed
Install 1 gallon Variegated Jasmine	25	yes	23-Nov	Completed
Install seasonal annuals	100	yes	23-Nov	Completed
Install soil for annual bed	1 yd	yes	23-Nov	Completed

Location: Warwick Entrance				
Description Proposal #1129	Quantity	Completed Y/N	Date of Completion	Schedule for
Remove and dispose of existing plant material	Lump Sum	yes	23-Nov	WkND 11/23
Install Japanesse Bluebery	4	yes	23-Nov	Completed
Coper Leaf	30	yes	23-Nov	Completed
Dwarf Yopon	30	yes	23-Nov	Completed
Confedeerate Jasmine	50	yes	23-Nov	Completed

VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT AQUATIC SYSTEMS REPORT



Everything a Lake Should Be
SINCE 1977

November, 2018

Mr. Ariel Medina
Vista Lakes CDD
c/o Inframark
313 Campus Street
Celebration, Florida 34747

RE: Account #00158740
Notice of Automatic Renewal

Dear Mr. Medina:

The anniversary date of your **Aquatic Systems, Inc.** waterway management program is **February 1, 2019**.

Under the terms of your “**automatic renewal**” agreement, **A.S.I.** will extend your program for an additional twelve months.

Our annual review of your account indicates that **A.S.I.**'s costs of services are higher than anticipated. Recent increases in the cost of algacides and herbicides utilized by **A.S.I.** require an adjustment in your program investment. This increase will allow **A.S.I.** to dedicate the resources necessary to continue to maintain the waterway system to your satisfaction.

FROM: \$1,700.00 Monthly TO: \$1,750.00 Monthly Effective February 1, 2019

If at any time during the term of this Agreement the government imposes any additional related permit requirements, water testing and/or fee, this Agreement may be renegotiated to include these changes and the cost of the additional services and/or fees. If a renegotiated contract can not be agreed upon **ASI** reserves the right to cancel this Agreement.

If you have any questions regarding your waterway program, please give me a call on or before **January 1**. Otherwise, no action is required at this time and your contract will renew automatically on **February 1**.

We appreciate your business and look forward to another successful year ahead!

Sincerely,

Eric C. Mueth
Sales Manager/Biologist

ECM/gu

Vertex Water Features Authorized Lake Aeration & Fountain Dealer

2100 NW 33rd Street • Pompano Beach, FL 33069 • 1-800-432-4302 • www.aquaticsystems.com
Ft. Myers • Ft. Pierce • Jacksonville • Miami • Pompano Beach • Sanford • Sarasota • St. Petersburg • Sun City • Wesley Chapel • Winter Garden

Big Lake Treatment Update

The last treatment on Site 8 was on November 9th. The site was spot treated for surface filamentous algae, submersed aquatic weeds, and shoreline grasses. There has been significant improvement in the condition of the lake since we first began our systemic herbicide treatment 17 weeks ago. I've attached a condition report with site photos to provide specifics on the progress we've made.

There is potentially an issue with the availability of the grass carp; the stocking may be delayed until next month due to high demand and slower than expected growth. Unfortunately, these kind of delays do happen when dealing with a live product. I will keep you updated as soon as I have more information.

Thank you for your patience, and as always, feel free to contact me with any questions or concerns.

Eric Mueth
Sales Manager/Biologist
Sanford Division





Vista Lakes CDD Waterway Inspection Report

Reason for Inspection: Customer Request

Inspection Date: 12/13/2018

Prepared for:

Mr. Ariel Medina

Prepared by:

Eric Mueth, Sales Manager/Biologist

Aquatic Systems, Inc. - Sanford Field Office

Corporate Headquarters

2100 N.W. 33rd Street, Pompano Beach, FL 33069

1-800-432-4302

Vista Lakes CDD Waterway Inspection Report

12/13/2018

Site: 8

**Comments:** Site looks good

Some growth of shoreline grasses 2-3 feet out. No surface filamentous algae present

Management Summary

17 weeks after our initial herbicide treatment on Site 8 at Vista Lakes, there has been a dramatic improvement in the condition of the lake. Nearly all of the hydrilla in the lake is dead or dying, and in the process of breaking down. The systemic herbicide applications have been a resounding success, and the filamentous algae growing on the surface of the lake has been treated and control has been achieved. While there is still some submersed plants present (vallisneria, some hydrilla), the remaining vegetation can be controlled with judicious spot treatment and carp stocking. Overall, the visible results speak for themselves; the lake has undeniably seen significant improvement since the systemic herbicide application.

Recommendations/Action Items

Further monitoring and timely spot treatment of any additional growth of hydrilla or other submersed weeds is recommended. Carp stocking for long term control is also prudent; this will be completed, as contracted, as soon as possible.



CUSTOMER LAKE MANAGEMENT REPORT

CALL 800.432.4302 FOR SERVICE

Customer: VISTA LAKES CDD

Account Number: 158740

Technician: SMD

Date: 12/14/18 Time: 135

WORK PERFORMED

METHOD USED: **B** (Boat) **T** (Truck) **S** (Backpack Sprayer) **U** (Utility Vehicle)

SITE ID	2	3	5	6	7	12	13	14											
Method Used																			
Treated Algae	X							X											
Treated Cyanobacteria																			
Treated Submersed Weeds																			
Treated Grasses/Brush		X				X													
Treated Floating Weeds																			
Treated Mosquitoes and/or Midges																			
Lake Dye																			
Site Inspection	X	X	X	X	X	X	X	X											
WETLAND/UPLAND																			
Spot Spraying																			
Physical weed removal								X											
CARP PROGRAM																			
Carp Observed																			
Barriers Inspected								X											
RESTRICTION TYPE(S) DO NOT: I (Irrigate) F (Fish) S (Swim) O (Other):																			
Restriction # of days																			
Restriction Type																			

GENERAL OBSERVATIONS OF THE WATER

WATER CLARITY <input type="checkbox"/> All <1', 1', 2', 3', 4', >4'																			
WATER FLOW <input type="checkbox"/> All N (None) S (Slight) V (Visible)																			
WATER LEVEL <input type="checkbox"/> All H (High) N (Normal) L (Low)																			

GENERAL FIELD OBSERVATIONS

BENEFICIAL PLANTS			FISH/WILDLIFE			BIRDS		
<input checked="" type="checkbox"/> Arrowhead	<input type="checkbox"/> Chara	<input type="checkbox"/> Lily	<input checked="" type="checkbox"/> Bass	<input type="checkbox"/> Alligator	<input type="checkbox"/> Anhinga	<input type="checkbox"/> Gallinules	<input type="checkbox"/> Coots	<input checked="" type="checkbox"/> Herons
<input checked="" type="checkbox"/> Bacopa	<input checked="" type="checkbox"/> Cordgrass	<input type="checkbox"/> Naiad	<input checked="" type="checkbox"/> Bream	<input type="checkbox"/> Otter	<input checked="" type="checkbox"/> Cormorant	<input type="checkbox"/> Ibis	<input type="checkbox"/> Egrets	<input type="checkbox"/> Osprey
<input type="checkbox"/> Blue Flag Iris	<input type="checkbox"/> Golden Canna	<input checked="" type="checkbox"/> Pickerelweed	<input type="checkbox"/> Catfish	<input type="checkbox"/> Snakes				
<input type="checkbox"/> Bulrush	<input type="checkbox"/> Gulf Spikerush	<input type="checkbox"/> Soft Rush	<input checked="" type="checkbox"/> Gambusia	<input checked="" type="checkbox"/> Turtles				
<input type="checkbox"/> Other _____								

CONCERNS FOR FOLLOW-UP

<input type="checkbox"/> Recurring or excessive algae	Lake # _____	<input type="checkbox"/> Water Quality Assessment Recommended Persistent problems may indicate an underlying water quality issue that current treatments will not correct. A laboratory assessment is recommended to determine the cause(s) and plan the best corrective actions. Please call 800-432-4302 for more information.
<input type="checkbox"/> Persistent invasive weeds	Lake # _____	
<input type="checkbox"/> Fish/wildlife issues	Lake # _____	
<input type="checkbox"/> Low water clarity	Lake # _____	
<input type="checkbox"/> Bad Odors	Lake # _____	



CUSTOMER LAKE MANAGEMENT REPORT

CALL 800.432.4302 FOR SERVICE

Customer: VISTA VIKES COO

Account Number: 158740

Technician: SMD

Date: 11/9/18 Time: 100

WORK PERFORMED

METHOD USED: **B** (Boat) **BP** (Backpack Sprayer) **G** (Gator) **HC** (Hand Cast)

SITE ID	13814
Method Used	
Treated Algae	X X X X
Treated Cyanobacteria	
Treated Submersed Weeds	X X
Treated Grasses/Brush	
Treated Floating Weeds	X
Treated Mosquitoes and/or Midges	
Lake Dye	
Site Inspection	X X X X X
WETLAND/UPLAND	/
Spot Spraying	
Physical weed removal	X
CARP PROGRAM	
Carp Observed	
Barriers Inspected	
RESTRICTION TYPE(S) DO NOT: I (Irrigate) F (Fish) S (Swim) O (Other):	
Restriction # of days	
Restriction Type	

GENERAL OBSERVATIONS OF THE WATER

[illegible]

GENERAL FIELD OBSERVATIONS

BENEFICIAL PLANTS			FISH/WILDLIFE			BIRDS		
<input type="checkbox"/> Arrowhead	<input type="checkbox"/> Chara	<input checked="" type="checkbox"/> Lily	<input checked="" type="checkbox"/> Bass	<input type="checkbox"/> Alligator	<input type="checkbox"/> Anhinga	<input type="checkbox"/> Gallinules		
<input checked="" type="checkbox"/> Bacopa	<input checked="" type="checkbox"/> Cordgrass	<input checked="" type="checkbox"/> Naiad	<input checked="" type="checkbox"/> Bream	<input type="checkbox"/> Otter	<input type="checkbox"/> Coots	<input checked="" type="checkbox"/> Herons		
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<input type="checkbox"/> Other _____								

CONCERNS FOR FOLLOW-UP

<input type="checkbox"/> Recurring or excessive algae	Lake # _____	<input type="checkbox"/> Water Quality Assessment Recommended
<input type="checkbox"/> Persistent invasive weeds	Lake # _____	Persistent problems may indicate an underlying water quality issue
<input type="checkbox"/> Fish/wildlife issues	Lake # _____	that current treatments will not correct. A laboratory assessment is
<input type="checkbox"/> Low water clarity	Lake # _____	recommended to determine the cause(s) and plan the best corrective
<input type="checkbox"/> Bad Odors	Lake # _____	actions. Please call 800-432-4302 for more information.

6D.ii.



261 Springview Commerce Drive
DeBary, FL 32713
Telephone 386-753-1100
Fax 386-753-1106

Agenda Page 201
Proposal

Date	Proposal #
11/15/2018	1490

Submitted To

Vista Lakes CDD
Bob Koncar
210 North University Drive Suite 702
Coral Springs, FL 33071

Project

Vista Lakes CDD
Lee Vista Blvd.
Orlando, FL 32829

Scope

We propose to furnish the following scope of work to complete Vista Lakes CDD.

Palm Tree Trimming

Location: 6888 Remington Court
Dead pine tree in back of house on CDD berm.

Description	Quantity	Unit	Price
Flush cut, remove and dispose of existing dead pine tree	1.00	Ea	1,600.00

Subtotal Palm Tree Trimming

1,600.00

Project Total

\$1,600.00

Proposal #1490

Project Total

\$1,600.00

Terms & Conditions

Plant material is guaranteed for controlable insects and disease only when a horticulture program is in place through Servello & Son, Inc. Plant damage due to drought is only covered when an irrigation agreement is in place through Servello & Son, Inc. and the Client signs off on needed repairs as they are brought to the Clients attention. Servello & Son, Inc. will not be responsible for plant damage due to catastrophic events such as: Hurricanes, Floods, Fire, Lightning, Freeze, and severe drought (no recorded rainfall for 30 days). Irrigation parts will be guaranteed against defect and improper installation for a period of (1) one year.

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from the above specifications will be executed only upon written authorization and billed accordingly. Servello & Son, Inc. is a drug free workplace and carries workers compensation insurance.

By: Jeffery Cornett 11/15/2018 Accepted: _____
Servello & Son, Inc. Date Vista Lakes CDD Date

The above prices, specifications and conditions are accepted. Not valid after 30 days. Full payment is due upon completion. All jobs equal to or totaling a price of \$10,000.00 and above: A minimum 40% draw is required to schedule and start the job.

6D.iii.



261 Springview Commerce Drive
DeBary, FL 32713
Telephone 386-753-1100
Fax 386-753-1106

Date	Proposal #
12/20/2018	1646

Submitted To

Vista Lakes CDD
Russ Simmons
210 North University Drive Suite 702
Coral Springs, FL 33071

Project

Vista Lakes CDD
Lee Vista Blvd.
Orlando, FL 32829

Scope

We propose to furnish the following scope of work to complete Vista Lakes CDD.

Mulch

Location" Lee Vista Blvd - Warwick
Install Pine Bark mulch to all planter beds

Description	Quantity	Unit	Price
Pine Bark	310.00	Cu Yd	13,950.00

Subtotal Mulch	13,950.00
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Project Total	\$13,950.00
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Vista Lakes CDD

Proposal #1646

Project Total

\$13,950.00

Terms & Conditions

Plant material is guaranteed for controllable insects and disease only when a horticulture program is in place through Servello & Son, Inc. Plant damage due to drought is only covered when an irrigation agreement is in place through Servello & Son, Inc. and the Client signs off on needed repairs as they are brought to the Clients attention. Servello & Son, Inc. will not be responsible for plant damage due to catastrophic events such as: Hurricanes, Floods, Fire, Lightning, Freeze, and severe drought (no recorded rainfall for 30 days). Irrigation parts will be guaranteed against defect and improper installation for a period of (1) one year.

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from the above specifications will be executed only upon written authorization and billed accordingly. Servello & Son, Inc. is a drug free workplace and carries workers compensation insurance.

By: <u>Jeffery Cornett</u>	<u>12/20/2018</u>	Accepted: _____	_____
Servello & Son, Inc.	Date	Vista Lakes CDD	Date

The above prices, specifications and conditions are accepted. Not valid after 30 days. Full payment is due upon completion. All jobs equal to or totaling a price of \$10,000.00 and above: A minimum 40% draw is required to schedule and start the job.