

**Vista Lakes
Community Development District**

June 3, 2021

Agenda Package

Vista Lakes Community Development District

- Frank Sebestyen, Chairperson
- Paula Edwards, Vice Chairperson
- John DeCrotie, Sr., Assistant Secretary
- Carla Daly, Assistant Secretary
- Aaron Simmons, Assistant Secretary

- Bob Koncar, District Manager
- Scott Clark, District Counsel
- David Hamstra, District Engineer
- Freddy Blanco, Field Manager

Regular Meeting Agenda

Thursday, June 3, 2021 – 10:00 a.m.

Resident and Audience Call in Number 646-838-1601, Access Code 438834881

1. Roll Call

2. Public Comments

3. Business Items

- A. Consideration of Resolution 2021-04, Designation of Officers of the District
- B. Ratification of Chair Authorized Expenses Between Meetings
 - i. Ratification of Lexington Pool Fountain Repair
- C. Presentation of Proposed Budget for Fiscal Year 2022
 - i. Consideration of Resolution 2021- 03, Approving Proposed Budget and Setting the Public Hearing

4. Business Administration Items

- A. Consideration of the Minutes of the April 1, 2021 Board of Supervisors Meeting
- B. Consideration of March and April 2021 Check Register and Invoices
- C. Consideration of April 2021 Financial Statements

5. Staff Reports

- A. District Engineer
 - i. Amhurst Subdivision Update
 - ii. Monument Sign at Chickasaw Trail at North End of Vista Lakes
 - iii. Privacy Wall Between Pembroke Subdivision and Vista Promenade
 - iv. Outfall System Modification
- B. District Counsel
 - i. Update of Letter to Owner to Remove Boat from CDD Property
- C. District Manager
 - i. Discussion of Inframark Contract and Options Going Forward
 - ii. Number of Registered Voters of the District
- D. Field Manager
 - i. Field Management Report
 - a. Pond 8 Proposal for Aerator and Fountain and Electric – Under Separate Cover
 - b. Pond Maintenance Services Proposals
 - i. Solitude Water Management
 - c. Servello Proposal for Irrigation at Florence Harbor Park and Pembroke –Under Separate Cover
 - d. Inframark Proposal for Pressure Washing All Curbs – Under Separate Cover
 - ii. Solitude Aquatic Report
 - iii. HOA Liaison Report

Visa Lakes CDD
June 3, 2021
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6. Supervisor Requests
7. Adjournment

NOTE: The next meeting is scheduled for **Thursday, August 5, 2021 at 10:00 a.m.**

District Office:

Inframark
210 North University Drive, Suite 702
Coral Springs, FL 33071
954-603-0033

www.VistaLakescdd.org

Meeting Location:

Vista Lakes Clubhouse
8841 Lee Vista Boulevard
Orlando, Florida 32829
407-207-7003

Third Order of Business

3A.

Secretary/Assistant Secretary

3Bi.



Lexington Pool & Maintenance, LLC

2869 Wilshire Drive
Suite # 202
Orlando, Florida 32835

Proposal

Proposal Date: 2/15/2021

Proposal #: 1787

Project:

Bill To:

Vista Lakes CDD
C/O INFRAMARK
313 Campus Street
Celebration, Florida 34747

| Description | Est. Hours/Qty. | Rate | Total |
|--|-----------------|--------|-----------------|
| Replace solenoid valve for Home Depot Side Fountain, not opening then closing properly. No Sales Tax (Recurring) | | 175.00 | 175.00T |
| | | 0.00% | 0.00 |
| <p>4/11/2021</p> <p>OK to pay</p> <p>Gulf Schryner</p> <p>Chairman, Vista Lakes CDD</p> | | | |
| Total | | | \$175.00 |

| | | |
|--------------|--------------|------------------------------|
| Phone: | Fax: | E-mail |
| 407-778-5055 | 407-778-5057 | paul@lexingtonmanagement.net |

3C.

VISTA LAKES
Community Development District

Annual Operating and Debt Service Budget
Fiscal Year 2022

Version 1: Proposed Budget
(Printed - 05/26/21 11am)

Prepared by:



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Vista Lakes
Community Development District

Operating Budget
Fiscal Year 2022

Summary of Revenues, Expenditures and Changes in Fund Balances
FY 2022 Proposed Budget

| ACCOUNT DESCRIPTION | ACTUAL FY 2019 | ACTUAL FY 2020 | ADOPTED BUDGET FY 2021 | ACTUAL THRU APR-21 | PROJECTED MAY- SEP-21 | TOTAL PROJECTED FY 2021 | ANNUAL BUDGET FY 2022 |
|--------------------------------|-------------------|-------------------|------------------------------|--------------------------|-----------------------------|-------------------------------|-----------------------------|
| REVENUES | | | | | | | |
| Interest - Investments | \$ 41,340 | \$ 27,220 | \$ 20,000 | \$ 4,131 | \$ 2,951 | \$ 7,082 | \$ 7,000 |
| Hurricane Irma FEMA Refund | 6,511 | 558 | - | - | - | - | - |
| Interlocal Agreement | 44,025 | 44,082 | 40,000 | - | - | - | 40,000 |
| Interest - Tax Collector | 3,202 | 1,653 | 2,000 | 132 | - | 132 | 150 |
| Special Assmnts- Tax Collector | 1,188,895 | 1,188,890 | 1,188,895 | 1,104,120 | 84,775 | 1,188,895 | 1,188,895 |
| Special Assmnts- Other (CVS) | 958 | 958 | 1,000 | 240 | 171 | 411 | 1,000 |
| Special Assmnts- Discounts | (42,726) | (42,783) | (47,556) | (43,310) | - | (43,310) | (47,556) |
| Other Miscellaneous Revenues | - | 28 | - | 6,178 | - | 6,178 | - |
| Insurance Reimbursements | - | 500 | - | - | - | - | - |
| TOTAL REVENUES | 1,242,205 | 1,221,106 | 1,204,339 | 1,071,491 | 87,897 | 1,159,388 | 1,189,489 |
| EXPENDITURES | | | | | | | |
| <i>Administrative</i> | | | | | | | |
| P/R-Board of Supervisors | 4,600 | 4,800 | 5,000 | 3,000 | 2,000 | 5,000 | 5,000 |
| FICA Taxes | 352 | 367 | 383 | 230 | 153 | 383 | 383 |
| ProfServ-Arbitrage Rebate | - | - | 1,200 | - | 1,200 | 1,200 | 1,200 |
| ProfServ-Dissemination Agent | - | - | 1,000 | - | 1,000 | 1,000 | 1,000 |
| ProfServ-Engineering | 24,551 | 56,912 | 25,000 | 34,384 | 3,848 | 38,232 | 35,000 |
| ProfServ-Legal Services | 15,908 | 25,287 | 20,000 | 13,963 | 6,635 | 20,598 | 20,000 |
| ProfServ-Mgmt Consulting Serv | 55,618 | 57,287 | 60,000 | 35,000 | 25,000 | 60,000 | 60,000 |
| ProfServ-Property Appraiser | 2,196 | 2,196 | 2,196 | 2,196 | - | 2,196 | 2,196 |
| ProfServ-Special Assessment | 5,810 | 5,392 | 5,330 | 5,392 | - | 5,392 | 5,330 |
| ProfServ-Trustee Fees | 7,596 | 6,963 | 7,000 | 7,596 | - | 7,596 | 7,000 |
| Auditing Services | 5,700 | 5,700 | 5,900 | 5,800 | - | 5,800 | 5,900 |
| Website ADA Compliance | - | 2,590 | 3,765 | 1,164 | 2,601 | 3,765 | 3,765 |
| Postage and Freight | 1,123 | 466 | 800 | 205 | 146 | 351 | 800 |
| Insurance - General Liability | 11,134 | 7,969 | 12,618 | 11,905 | - | 11,905 | 12,262 |
| Printing and Binding | 3,157 | 1,414 | 2,500 | 1,414 | 1,010 | 2,424 | 2,500 |
| Legal Advertising | 969 | 2,830 | 1,428 | 528 | 377 | 905 | 1,000 |
| Miscellaneous Services | 1,726 | 1,957 | 1,000 | 1,740 | 1,243 | 2,983 | 2,100 |
| Misc-Assessmnt Collection Cost | 4,251 | 1,975 | 2,000 | 2,019 | - | 2,019 | 2,748 |
| Office Supplies | 154 | 176 | 550 | 90 | 64 | 154 | 250 |
| Annual District Filing Fee | 175 | 175 | 175 | 175 | - | 175 | 175 |
| Total Administrative | 145,020 | 184,456 | 157,845 | 126,801 | 45,277 | 172,078 | 168,609 |
| <i>Field</i> | | | | | | | |
| ProfServ-Field Management | 67,030 | 82,156 | 85,000 | 49,583 | 35,417 | 85,000 | 85,000 |
| Contracts-Lake and Wetland | 24,300 | 25,173 | 25,140 | 14,854 | 10,286 | 25,140 | 25,894 |
| Contracts-Fountain | - | 13,356 | 13,356 | 7,791 | 5,565 | 13,356 | 13,356 |
| Contracts-On-Site Maintenance | 3,575 | - | - | - | - | - | - |
| Communication - Teleph - Field | 7,599 | 8,595 | 7,600 | 2,500 | 1,786 | 4,286 | 5,000 |
| Electricity - Streetlighting | 63,307 | 65,767 | 63,000 | 41,305 | 29,504 | 70,809 | 65,000 |
| Utility - Water & Sewer | 71,460 | 68,682 | 69,000 | 35,188 | 25,134 | 60,322 | 60,000 |
| Streetlights Gated | 67,308 | 68,769 | 70,000 | 40,009 | 28,578 | 68,587 | 70,000 |
| Streetlights Non-Gated | 114,387 | 111,432 | 112,000 | 64,941 | 46,386 | 111,327 | 112,000 |
| R&M-Common Area | 18,083 | 13,365 | 10,000 | 3,046 | 500 | 3,546 | 3,500 |
| R&M-Fountain | 27,504 | 24,435 | 8,400 | 2,037 | 1,455 | 3,492 | 3,500 |

Summary of Revenues, Expenditures and Changes in Fund Balances
FY 2022 Proposed Budget

| ACCOUNT DESCRIPTION | ACTUAL FY 2019 | ACTUAL FY 2020 | ADOPTED BUDGET FY 2021 | ACTUAL THRU APR-21 | PROJECTED MAY- SEP-21 | TOTAL PROJECTED FY 2021 | ANNUAL BUDGET FY 2022 |
|--|---------------------|---------------------|------------------------------|--------------------------|-----------------------------|-------------------------------|-----------------------------|
| R&M-Gate | 183 | - | - | - | - | - | - |
| Misc-Contingency | 22,683 | 10,139 | 30,000 | 4,303 | 3,074 | 7,377 | 7,500 |
| Holiday Lighting & Decorations | - | 17,317 | 17,500 | 17,500 | - | 17,500 | 17,500 |
| Total Field | 487,419 | 509,186 | 510,996 | 283,057 | 187,684 | 470,741 | 468,250 |
| Landscape Services | | | | | | | |
| Contracts-Landscape | 357,400 | 349,918 | 354,723 | 206,922 | 147,801 | 354,723 | 354,723 |
| Contracts-Landscape Consultant | 1,500 | 1,000 | 2,000 | 600 | 1,400 | 2,000 | 2,000 |
| Contracts-Mulch | - | 1,300 | 30,000 | 29,670 | 330 | 30,000 | 30,000 |
| Contracts-Annuaals | - | 18,164 | 23,809 | 12,900 | 10,909 | 23,809 | 23,809 |
| Lease - Building | 7,440 | 7,440 | 7,440 | 4,340 | 3,100 | 7,440 | 7,440 |
| R&M-Irrigation | 32,965 | 28,463 | 28,000 | - | 20,714 | 20,714 | 20,000 |
| R&M-Mulch | 28,800 | - | - | - | - | - | - |
| R&M-Trees and Trimming | 2,958 | 7,956 | 9,600 | 48,850 | - | 48,850 | 15,000 |
| R&M-Plant&Tree Replacement | 138,276 | 25,532 | 35,000 | 9,638 | 15,362 | 25,000 | 25,000 |
| Total Landscape Services | 569,339 | 439,773 | 490,572 | 312,920 | 199,616 | 512,536 | 477,972 |
| Reserves | | | | | | | |
| Reserve | 4,150 | 58,181 | 119,000 | - | - | - | 122,600 |
| Total Reserves | 4,150 | 58,181 | 119,000 | - | - | - | 122,600 |
| TOTAL EXPENDITURES & RESERVES | 1,205,928 | 1,191,596 | 1,278,413 | 722,778 | 432,577 | 1,155,355 | 1,237,431 |
| Net change in fund balance | 36,277 | 29,510 | (74,074) | 348,713 | (344,680) | 4,033 | (47,942) |
| FUND BALANCE, BEGINNING | 2,076,575 | 2,112,852 | 2,142,362 | 2,142,362 | - | 2,142,362 | 2,146,395 |
| FUND BALANCE, ENDING | \$ 2,112,852 | \$ 2,142,362 | \$ 2,068,288 | \$ 2,491,075 | \$ (344,680) | \$ 2,146,395 | \$ 2,098,453 |

Budget Narrative
Fiscal Year 2022

REVENUES

Interest Income (Investments)

The District earns interest on each of their operating and investment accounts.

Interlocal Agreement/Streetlighting Reimbursement

Reimbursement for the non-gated Streetlighting accounts per agreement with the City of Orlando (Duke Energy.)

Interest Tax Collector

The District earns interest on assessments collected by the tax collector.

Special Assessment – Tax Collector

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the fiscal year.

Special Assessment – Other

The District receives a shared portion of the cost for streetlights from CVS.

Special Assessment – Discounts

Per Section 197.3632 and Section 197.162 of the Florida Statutes, discounts are allowed for early payment of assessments collected by the Tax Collector and only when the Tax Collector is using the uniform methodology. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

EXPENDITURES

ADMINISTRATIVE

P/R-Board of Supervisors

Chapter 190, Florida Statutes, allows for members of the Board of Supervisors to be compensated \$200 per meeting in which they attend. The budgeted amount for the fiscal year is based on all supervisors attending all the meetings.

FICA Taxes

Payroll taxes on Board of Supervisor's compensation. The budgeted amount for the fiscal year is calculated at 7.65% of the total Board of Supervisor's payroll expenditures.

Professional Services – Arbitrage Rebate Calculation

The District contracted with Amtec to annually calculate the District's arbitrage rebate liability on its bonds. The budgeted amount for the fiscal year is based in the negotiated contract.

Budget Narrative
Fiscal Year 2022**EXPENDITURES- Administrative (Continued)****Professional Services – Dissemination Agent**

The bond indenture requests a special annual report on the District's development activity. The District has contracted with Disclosure Services, LLC. to provide these reports. The amount is based upon the contract amount.

Professional Services-Engineering

The District's engineer will provide general engineering services to the District, i.e. attendance and preparation for board meetings, review of invoices, and other specifically requested assignments.

Professional Services-Legal Services

The District's legal counsel will provide general legal services to the District, i.e. attendance and preparation for meetings, review of operating and maintenance contracts, and other specifically requested assignments.

Professional Services- Management Consulting Services

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Inframark Infrastructure Management Services.

Professional Services- Property Appraiser

The Property Appraiser provides the District with a listing of the legal description of each property parcel within the District boundaries, and the names and addresses of the owners of such property. The District reimburses the Property Appraiser for necessary administrative costs incurred to provide this service. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The budget for property appraiser costs is based on a flat fee.

Professional Services- Special Assessment

These fees are for preparation of the annual assessment roll that is certified to the tax collector.

Professional Services- Trustee

The District pays US Bank an annual fee for trustee services on the Series 2017 Special Assessment Bond. The budgeted amount for the fiscal year is based on prior year spending.

Auditing Services

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is based on prior year spending plus contingency.

Budget Narrative
Fiscal Year 2022**EXPENDITURES- Administrative (Continued)****ADA Compliance**

This line item is for costs associated with the District's website, including annual domain name renewal and hosting to be ADA compliant.

Postage & Freight

Actual postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

Insurance – General Liability

The District's General Liability & Public Officials Liability Insurance policy is with **Public Risk Insurance Agency**, which specializes in providing insurance coverage to governmental agencies. The budgeted amount for the fiscal year is based on prior year premiums plus 10% in order to be conservative.

Printing & Binding

Copies used in the preparation of agenda packages, required mailings, and other special projects.

Legal Advertising

The District is required to advertise various notices for Board meetings and other public hearings in a newspaper of general circulation.

Miscellaneous Services

Monthly bank charges.

Misc. – Assessment Collection Costs

The District reimburses the Tax Collector for her or his necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 2% on the amount of special assessments collected and remitted, whichever is greater. The Tax Collector charges the District based on the number of units placed on the roll. To be conservative, the budget for collection costs is based on a maximum of 2% of the anticipated assessment collections, which is the maximum percentage allowed by law.

Office Supplies

Supplies used in the preparation and binding of agenda packages, required mailings, and other special projects.

Annual District filling fee

The District is required to pay an annual fee of \$175 to the Department of Community Affairs.

Budget Narrative
Fiscal Year 2022

| |
|--------------|
| FIELD |
|--------------|

ProfServ-Field Management

The District has a contract with Inframark - Infrastructure Management Services for services in the administration and operation of the Property and its contractors.

Contracts- Lake and Wetland

The District has a contract with Solitude Lake Mgmnt, Inc for lake and wetland maintenance.

Contracts-Fountain

The District has contracts with Lexington Pool & Maintenance and Solitude Lake Mgmnt to maintain the fountains.

Communication-Telephone-Field

Includes monthly service fee for local services for the gate entry systems.

Electricity- Streetlighting

Electrical usage for the District facilities and assets.

Utility Water & Sewer

This represents the estimated cost for water, sewer and irrigation services. The budget amount is based on historical usage.

Streetlights- Gated

Electrical usage for the light poles and fixtures for all the private or gated communities within the District.

Streetlights- Non- Gated

Electrical usage for the light poles and fixtures in the public roads. These also represent the poles for which we will be reimbursed from the City of Orlando.

R&M Common Area

The cost of any maintenance expenses that are incurred during the year such as painting, pressure washing, repairs, etc.

R&M Fountain

Repair and maintenance to the District's Fountain(s)

Misc-Contingency

Represents the potential excess of unscheduled maintenance expenses not included in budget categories or not anticipated in specific line items.

Budget Narrative
Fiscal Year 2022

FIELD (Continued)

Holiday Lighting & Decoration

Represents the seasonal holiday decorations throughout the District.

LANDSCAPE

Contracts-Landscape

The District has a contract with Servello & Sons Inc. to provide services for: mowing, edging, fertilization, pest control and maintenance of sods and plant beds.

Contracts-Landscape Consultant

The District uses Tom MacCubbin to perform on site studies, produce reports and for recommendations on Horticulture for the district.

Contracts-Mulch

The District has a contract with Servello & Sons Inc. for the installation of Pine Bark Mulch.

Contracts-Annuals

The District has a contract with Servello & Sons Inc. for the installation of seasonal annuals.

Lease-Building

To pay the lease on a storage building used by the district for the field staff and irrigation equipment.

R&M- Irrigation

Repairs and maintenance to irrigation system.

R&M- Trees & Trimming

Preventative maintenance and tree trimming services.

R&M- Plant & Tree Replacement

Annuals, plants and shrubs provided at community sign walls and median throughout Vista Lakes.

RESERVE

Reserve

For this fiscal year, the District will reserve \$122,600 for future capital projects. These capital expenditures are based on a reserve study performed by Reserve Advisors, Inc, dated 8/26/2019.



Vista Lakes Recommended Reserve Funding Table and Graph

| Year | Reserve Contributions (\$) | Reserve Balances (\$) | Year | Reserve Contributions (\$) | Reserve Balances (\$) | Year | Reserve Contributions (\$) | Reserve Balances (\$) |
|------|----------------------------|-----------------------|------|----------------------------|-----------------------|------|----------------------------|-----------------------|
| 2020 | 92,300 | 1,332,819 | 2030 | 155,300 | 1,356,238 | 2040 | 208,700 | 1,913,545 |
| 2021 | 119,000 | 1,469,468 | 2031 | 160,000 | 1,294,127 | 2041 | 215,000 | 1,743,754 |
| 2022 | 122,600 | 1,598,430 | 2032 | 164,800 | 1,346,013 | 2042 | 221,500 | 1,954,176 |
| 2023 | 126,300 | 1,479,850 | 2033 | 169,700 | 1,347,233 | 2043 | 228,100 | 1,746,409 |
| 2024 | 130,100 | 1,319,696 | 2034 | 174,800 | 1,138,121 | 2044 | 234,900 | 1,232,532 |
| 2025 | 134,000 | 910,964 | 2035 | 180,000 | 1,168,254 | 2045 | 241,900 | 332,007 |
| 2026 | 138,000 | 896,160 | 2036 | 185,400 | 1,381,395 | 2046 | 249,200 | 535,727 |
| 2027 | 142,100 | 1,059,539 | 2037 | 191,000 | 1,547,258 | 2047 | 256,700 | 381,543 |
| 2028 | 146,400 | 1,198,243 | 2038 | 196,700 | 1,609,176 | 2048 | 264,400 | 648,668 |
| 2029 | 150,800 | 1,190,641 | 2039 | 202,600 | 1,734,552 | 2049 | 272,300 | 777,543 |

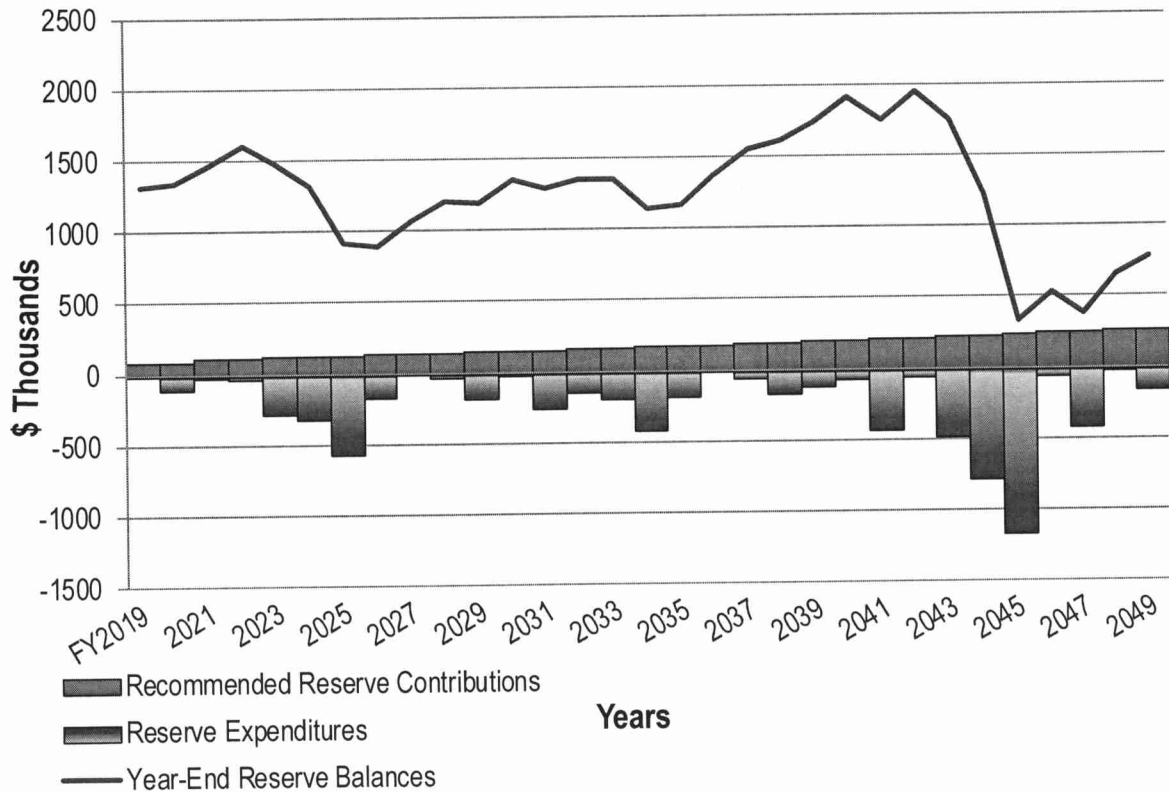


Exhibit "A"
Allocation of Fund Balances

AVAILABLE FUNDS

| | <u>Amount</u> |
|---|----------------------|
| Anticipated beginning Fund Balance - Fiscal Year 2022 | \$ 2,146,395 |
| Net Change in Fund Balance - Fiscal Year 2022 | (47,942) |
| Reserves - Fiscal Year 2022 | 122,600 |
| Total Funds Available (Estimated) - 09/30/2022 | 2,221,053 |

ALLOCATION OF AVAILABLE FUNDS***Assigned Fund Balance***

| | | |
|---|----------------|------------------------|
| Operating Reserve - First Quarter Operating Capital | | 278,708 ⁽¹⁾ |
| Reserves - Fences / Walls - Prior Years | | 279,343 |
| Reserves - Gates/Entry Features - Prior Years | | 44,960 |
| Reserves - Irrigation System - Prior Years | | 111,267 |
| Reserves - Other - Prior Years | | 105,145 |
| Reserves - Pav/Concrete/Basin/Curb - Prior Years | | 516,543 |
| Reserves - Ponds / Lakes - Prior Years | | 213,518 |
| Reserves - Reserve Study - Prior Years | | 5,465 |
| FY 2021 Reserves - Prior Years | 119,000 | |
| Less: 2021 Expenses | - | |
| FY 2022 Reserves - Per Reserve Study | <u>122,600</u> | 241,600 |
| | Subtotal | <u>1,796,549</u> |
| Total Allocation of Available Funds | | 1,796,549 |

| | |
|---|--------------------------|
| Total Unassigned (undesignated) Cash | <u>\$ 424,504</u> |
|---|--------------------------|

Notes

(1) Represents approximately 3 months of operating expenditures

Vista Lakes

Community Development District

Debt Service Budgets

Fiscal Year 2022

Summary of Revenues, Expenditures and Changes in Fund Balances
FY 2022 Proposed Budget

| ACCOUNT DESCRIPTION | ACTUAL FY 2019 | ACTUAL FY 2020 | ADOPTED BUDGET FY 2021 | ACTUAL THRU APR-21 | PROJECTED MAY- SEP-21 | TOTAL PROJECTED FY 2021 | ANNUAL BUDGET FY 2022 |
|--|-------------------|-------------------|------------------------------|--------------------------|-----------------------------|-------------------------------|-----------------------------|
| REVENUES | | | | | | | |
| Interest - Investments | \$ 1,342 | \$ 2,049 | \$ 2,000 | \$ 9 | \$ 6 | \$ 15 | \$ 20 |
| Interest - Tax Collector | 1,847 | 1,989 | 1,250 | 82 | 59 | 141 | 150 |
| Special Assmnts- Tax Collector | 743,128 | 743,123 | 743,127 | 699,510 | 43,617 | 743,127 | 743,127 |
| Special Assmnts- Prepayment | - | - | - | 755 | - | 755 | - |
| Special Assmnts- Discounts | (27,409) | (27,465) | (29,725) | (27,574) | - | (27,574) | (27,483) |
| TOTAL REVENUES | 718,908 | 719,696 | 716,652 | 672,782 | 43,682 | 716,464 | 715,814 |
| EXPENDITURES | | | | | | | |
| <i>Administrative</i> | | | | | | | |
| Misc-Assessmnt Collection Cost | 1,290 | 1,283 | 14,863 | 1,262 | - | 1,262 | 1,278 |
| Total Administrative | 1,290 | 1,283 | 14,863 | 1,262 | - | 1,262 | 1,278 |
| <i>Debt Service</i> | | | | | | | |
| Principal Debt Retirement A-1 | 186,000 | 192,000 | 198,000 | - | 198,000 | 198,000 | 204,000 |
| Principal Debt Retirement A-2 | 254,000 | 263,000 | 271,000 | - | 271,000 | 271,000 | 280,000 |
| Interest Expense Series A-1 | 99,634 | 93,868 | 87,916 | 43,958 | 43,958 | 87,916 | 81,778 |
| Interest Expense Series A-2 | 164,115 | 156,114 | 147,830 | 73,915 | 73,915 | 147,830 | 139,293 |
| Total Debt Service | 703,749 | 704,982 | 704,746 | 117,873 | 586,873 | 704,746 | 705,071 |
| TOTAL EXPENDITURES | 705,039 | 706,265 | 719,609 | 119,135 | 586,873 | 706,008 | 706,349 |
| Excess (deficiency) of revenues Over (under) expenditures | 13,869 | 13,431 | (2,957) | 553,647 | (543,191) | 10,456 | 9,465 |
| Net change in fund balance | 13,869 | 13,431 | (2,957) | 553,647 | (543,191) | 10,456 | 9,465 |
| FUND BALANCE, BEGINNING | 260,802 | 274,671 | 288,102 | 288,103 | - | 288,103 | 298,559 |
| FUND BALANCE, ENDING | \$ 274,671 | \$ 288,102 | \$ 285,145 | \$ 841,750 | \$ (543,191) | \$ 298,559 | \$ 308,024 |

AMORTIZATION SCHEDULE

SPECIAL ASSESSMENT BONDS

| Payment Date | Outstanding Balance | Rate | Principal | Interest | Total Debt Payment | Total Production |
|--------------|---------------------|--------|-------------|-------------|--------------------|------------------|
| 1-Nov-21 | 2,638,000 | | | 40,889 | 40,889 | |
| 1-May-22 | 2,638,000 | 3.100% | 204,000 | 40,889 | 244,889 | 204,000 |
| 1-Nov-22 | 2,434,000 | | | 37,727 | 37,727 | |
| 1-May-23 | 2,434,000 | 3.100% | 211,000 | 37,727 | 248,727 | 211,000 |
| 1-Nov-23 | 2,223,000 | | | 34,457 | 34,457 | |
| 1-May-24 | 2,223,000 | 3.100% | 218,000 | 34,457 | 252,457 | 218,000 |
| 1-Nov-24 | 2,005,000 | | | 31,078 | 31,078 | |
| 1-May-25 | 2,005,000 | 3.100% | 224,000 | 31,078 | 255,078 | 224,000 |
| 1-Nov-25 | 1,781,000 | | | 27,606 | 27,606 | |
| 1-May-26 | 1,781,000 | 3.100% | 231,000 | 27,606 | 258,606 | 231,000 |
| 1-Nov-26 | 1,550,000 | | | 24,025 | 24,025 | |
| 1-May-27 | 1,550,000 | 3.100% | 239,000 | 24,025 | 263,025 | 239,000 |
| 1-Nov-27 | 1,311,000 | | | 20,321 | 20,321 | |
| 1-May-28 | 1,311,000 | 3.100% | 246,000 | 20,321 | 266,321 | 246,000 |
| 1-Nov-28 | 1,065,000 | | | 16,508 | 16,508 | |
| 1-May-29 | 1,065,000 | 3.100% | 254,000 | 16,508 | 270,508 | 254,000 |
| 1-Nov-29 | 811,000 | | | 12,571 | 12,571 | |
| 1-May-30 | 811,000 | 3.100% | 262,000 | 12,571 | 274,571 | 262,000 |
| 1-Nov-30 | 549,000 | | | 8,510 | 8,510 | |
| 1-May-31 | 549,000 | 3.100% | 270,000 | 8,510 | 278,510 | 270,000 |
| 1-Nov-31 | 279,000 | | | 4,325 | 4,325 | |
| 1-May-32 | 279,000 | 3.100% | 279,000 | 4,325 | 283,325 | 279,000 |
| Totals | | | \$2,638,000 | \$0,516,026 | \$3,154,026 | \$2,638,000 |

AMORTIZATION SCHEDULE

SPECIAL ASSESSMENT BONDS

| Payment Date | Outstanding Balance | Rate | Principal | Interest | Total Debt Payment | Total Production |
|-------------------------|--------------------------------|-------------|------------------|-----------------|-------------------------------|-----------------------------|
| 1-Nov-21 | 4,422,000 | | | 69,647 | 69,647 | |
| 1-May-22 | 4,422,000 | 3.150% | 280,000 | 69,647 | 349,647 | 280,000 |
| 1-Nov-22 | 4,142,000 | | | 65,237 | 65,237 | |
| 1-May-23 | 4,142,000 | 3.150% | 289,000 | 65,237 | 354,237 | 289,000 |
| 1-Nov-23 | 3,853,000 | | | 60,685 | 60,685 | |
| 1-May-24 | 3,853,000 | 3.150% | 298,000 | 60,685 | 358,685 | 298,000 |
| 1-Nov-24 | 3,555,000 | | | 55,991 | 55,991 | |
| 1-May-25 | 3,555,000 | 3.150% | 307,000 | 55,991 | 362,991 | 307,000 |
| 1-Nov-25 | 3,248,000 | | | 51,156 | 51,156 | |
| 1-May-26 | 3,248,000 | 3.150% | 317,000 | 51,156 | 368,156 | 317,000 |
| 1-Nov-26 | 2,931,000 | | | 46,163 | 46,163 | |
| 1-May-27 | 2,931,000 | 3.150% | 327,000 | 46,163 | 373,163 | 327,000 |
| 1-Nov-27 | 2,604,000 | | | 41,013 | 41,013 | |
| 1-May-28 | 2,604,000 | 3.150% | 338,000 | 41,013 | 379,013 | 338,000 |
| 1-Nov-28 | 2,266,000 | | | 35,690 | 35,690 | |
| 1-May-29 | 2,266,000 | 3.150% | 349,000 | 35,690 | 384,690 | 349,000 |
| 1-Nov-29 | 1,917,000 | | | 30,193 | 30,193 | |
| 1-May-30 | 1,917,000 | 3.150% | 360,000 | 30,193 | 390,193 | 360,000 |
| 1-Nov-30 | 1,557,000 | | | 24,523 | 24,523 | |
| 1-May-31 | 1,557,000 | 3.150% | 371,000 | 24,523 | 395,523 | 371,000 |
| 1-Nov-31 | 1,186,000 | | | 18,680 | 18,680 | |
| 1-May-32 | 1,186,000 | 3.150% | 383,000 | 18,680 | 401,680 | 383,000 |
| 1-Nov-32 | 803,000 | | | 12,647 | 12,647 | |
| 1-May-33 | 803,000 | 3.150% | 395,000 | 12,647 | 407,647 | 395,000 |
| 1-Nov-33 | 408,000 | | | 06,426 | 06,426 | |
| 1-May-34 | 408,000 | 3.150% | 408,000 | 06,426 | 414,426 | 408,000 |
| Totals | | | \$4,422,000 | \$1,036,098 | \$5,458,098 | \$4,422,000 |

Budget Narrative
Fiscal Year 2022**REVENUES****Interest - Investments**

The District earns interest income on their trust accounts with US Bank.

Special Assessment – Tax Collector

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the debt service expenditures. The District will assess the maximum annual debt service amount.

Special Assessment – Discounts

Per Section 197.3632 and Section 197.162 of the Florida Statutes, discounts are allowed for early payment of assessments collected by the Tax Collector and only when the Tax Collector is using the uniform methodology. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

EXPENDITURES**ADMINISTRATIVE****Misc. – Assessment Collection Costs**

The District reimburses the Tax Collector for her or his necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 2% on the amount of special assessments collected and remitted, whichever is greater. The Tax Collector charges the District based on the number of units placed on the roll. To be conservative, the budget for collection costs is based on a maximum of 2% of the anticipated assessment collections, which is the maximum percentage allowed by law.

DEBT SERVICE**Principal Debt Retirement**

The District pays regular principal payments annually in order to pay down/retire the debt.

Interest Expense

The District pays interest expense on the outstanding debt twice a year.

Vista Lakes

Community Development District

Supporting Budget Schedules

Fiscal Year 2022

2021-2022 Non-Ad Valorem Assessment Summary
2017 Series A-1 Bond Issue

| Village | Unit Type | Subdivision Name | Total # of Units | Assessments | | | | |
|---------|-----------|------------------|---------------------|-------------|-----------------------------|------------------|------------------|------------|
| | | | | O & M | Debt Service 2017 Series | FY 2022 Total | FY 2021 Total | Difference |
| N-1 | 60' Villa | Pembroke | 127 | \$ 588 | \$ 389 | \$ 977 | \$ 977 | \$ - |
| N-2 | 50' Patio | Amhurst | 106 | \$ 490 | \$ 318 | \$ 808 | \$ 808 | \$ - |
| N-4,5 | 50' Patio | Champaign | 148 | \$ 490 | \$ 318 | \$ 808 | \$ 808 | \$ - |
| N-7 | 80' Pool | Melrose | 81 | \$ 784 | \$ 495 | \$ 1,279 | \$ 1,279 | \$ - |
| N-10 | Condo | Central Park | 296 | \$ 367 | \$ 64 | \$ 431 | \$ 431 | \$ - |
| N-13 | 60' Villa | Waverly | 119 | \$ 588 | \$ 425 | \$ 1,012 | \$ 1,012 | \$ - |
| N-15 | 70' Pool | Carlisle | 125 | \$ 686 | \$ 495 | \$ 1,181 | \$ 1,181 | \$ - |
| | | Total | 1,002 | | | | | |

2017 Series A-2 Bond Issue

| Parcel | Unit Type | Subdivision Name | Total # of Units | Assessments | | | | |
|---------|-------------------|------------------|---------------------|-------------|-----------------------------|------------------|------------------|------------|
| | | | | O & M | Debt Service 2017 Series | FY 2022 Total | FY 2021 Total | Difference |
| N-3 | 60' Villa-ungated | Colonie | 79 | \$ 588 | \$ 452 | \$ 1,040 | \$ 1,040 | \$ - |
| N-6 | 50' Patio-ungated | Champlain | 63 | \$ 490 | \$ 377 | \$ 867 | \$ 867 | \$ - |
| N-8 | 50' Patio-ungated | Newport | 243 | \$ 490 | \$ 377 | \$ 867 | \$ 867 | \$ - |
| N-9 | 50' Patio-ungated | Newport | 57 | \$ 490 | \$ 377 | \$ 867 | \$ 867 | \$ - |
| N-11 | 60' Villa-ungated | Avon | 128 | \$ 588 | \$ 452 | \$ 1,040 | \$ 1,040 | \$ - |
| N-14 | 80' Manor-gated | Warwick | 54 | \$ 784 | \$ 603 | \$ 1,387 | \$ 1,387 | \$ - |
| N-14 | 70' Manor-gated | Warwick | 55 | \$ 686 | \$ 528 | \$ 1,213 | \$ 1,213 | \$ - |
| N-16,17 | 70' Manor-gated | Windsor | 146 | \$ 686 | \$ 528 | \$ 1,213 | \$ 1,213 | \$ - |
| | Church | Warwick | 6 | \$ 686 | \$ 528 | \$ 1,213 | \$ 1,213 | \$ - |
| | Townhomes | Gentry Park | 116 | \$ 367 | \$ 188 | \$ 556 | \$ 556 | \$ - |
| | Condo | Horizons | 240 | \$ 367 | \$ 75 | \$ 443 | \$ 443 | \$ - |
| | | Total | 1,187 | | | | | |

| Parcel | Unit Type | Subdivision Name | Total # of Units | Assessments | | | | |
|--------|------------|------------------|---------------------|-------------|-----------------------------|------------------|------------------|------------|
| | | | | O & M | Debt Service 2017 Series | FY 2022 Total | FY 2021 Total | Difference |
| | Commercial | | 161,000 | \$ 47,321 | \$ 30,332 | \$ 77,653 | \$ 77,653 | \$ - |
| | | Total | 161,000 | | | | | |

3Ci.

RESOLUTION 2021-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGET(S) FOR FISCAL YEAR 2021/2022 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of Vista Lakes Community Development District (“**District**”) prior to June 15, 2021, proposed budget(s) (“**Proposed Budget**”) for the fiscal year beginning October 1, 2021 and ending September 30, 2022 (“**Fiscal Year 2021/2022**”); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2021/2022 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: **August 5, 2021**

HOUR: **10:00 A.M.**

LOCATION: **Vista Lakes Clubhouse, 8841 Lee Vista Boulevard,
Orlando, Florida 32829**

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to the City of Orlando at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2, and it shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 3rd DAY OF JUNE, 2021.

ATTEST:

**VISTA LAKES COMMUNITY
DEVELOPMENT DISTRICT**

Secretary

By: _____
Its: _____

Exhibit A: FY 2021/2022 Proposed Annual Budget

Fourth Order of Business

4A.

**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, April 1, 2021, at 10:00 a.m. at the Vista Lakes Clubhouse, 8841 Lee Vista Boulevard, Orlando, Florida 32829.

Present and constituting a quorum were:

| | |
|--------------------|-------------------------------------|
| Frank Sebestyen | Chairman |
| Paula Edwards | Vice Chairman (via conference call) |
| John DeCrotie, Sr. | Assistant Secretary |
| Aaron Simmons | Assistant Secretary |
| Carla Daly | Assistant Secretary |

Also present were:

| | |
|----------------|----------------------|
| Kristen Suit | District Manager |
| Scott Clark | District Counsel |
| David Hamstra | District Engineer |
| Angel Montagna | Field Manager |
| Jeff Cornett | Servello Landscaping |

Following is a summary of the discussions and actions taken at the April 1, 2021, Vista Lakes Community Development District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Sebestyen called the meeting to order. Ms. Suit called the roll, and a quorum was established.

SECOND ORDER OF BUSINESS

Public Comments

With no comments, the next item followed.

THIRD ORDER OF BUSINESS

Business Items

- A. Ratification of Chair Authorized Expenses Between Meetings**
 - i. Ratification of Servello Proposal #5243 Crepe Myrtle Cut Back**

On MOTION by Ms. Daly, seconded by Mr. Simmons, with all in favor by roll call vote, the Servello Proposal #5243 Crepe Myrtle Cut Back was ratified. 5-0

B. Acceptance of the Fiscal Year 2020 Audit

On MOTION by Mr. DeCrotie, seconded by Mr. Simmons with all in favor by roll call vote, the Fiscal Year 2020 Audit was accepted. 5-0

FOURTH ORDER OF BUSINESS

Business Administration Items

A. Consideration of the Minutes of the February 11, 2021 Board of Supervisors' Meeting.

On MOTION by Ms. Daly, seconded by Mr. Sebestyen, with all in favor by roll call vote, the Meeting Minutes from February 11, 2021 were approved. 5-0

B. Consideration of January and February 2021 Check Register and Invoices

On MOTION by Ms. Daly and Second by Mr. Sebestyen, with all in favor by roll call vote, the January and February 2021 Check Register and Invoices were approved. 5-0

C. Consideration of February 2021 Financial Statements

- A discussion ensued on financial reserves.

On MOTION by Ms. Daly, seconded by Mr. Sebestyen, with all in favor by roll call vote, the February 2021 Financial Statements were approved. 5-0

Let the record show that Ms. Edwards left the meeting.

FIFTH ORDER OF BUSINESS

Staff Reports

D. Field Manager

i. Field Management Report

g. Consideration of Servello Proposal #5273 for New Valve Boxes

h. Consideration of Servello Landscape Bedding Proposals #5279, #5280, #5281, #5383, #5285, #5286, #5287, #5288, and #5289

On MOTION by Mr. DeCrotie, seconded by Ms. Daly, with all in favor by roll call vote, Servello Proposals, seconded by Mr. Sebestyen, with all in favor by roll call vote, Servello Proposals #5273 - \$4,288.25, #5279 - \$3,284.00, #5280 - \$2015.00, #5281- \$8,061.00, #5283- \$5,926.25, #5285- \$1,527.00, #5286 - \$6,075.00, #5287 - \$2,136.00, #5288 - \$5,606.00, #5289 - \$1,938.50 were approved. 4-0

d. Irrigation at Florence Harbor Park

- Mr. Cornett requested permission and a signature to move forward with City permitting on installation of a water meter for irrigation at Florence Harbor Park.
- A discussion ensued on a new area needing irrigation at the Pembroke entrance.

On MOTION by Ms. Daly, seconded by Mr. DeCrotie, with all in favor by roll call vote, proceeding with permitting and having the City install water meters at the Pembroke entrance and Amherst sites was approved. 4-0

- Mr. Cornett will bring proposals for irrigation at Florence Harbor Park and the new areas to the next meeting.

A. District Engineer

i. Update on Amhurst Subdivision Storm Pipe Repairs

- Mr. Hamstra stated clarification needs to be made on what pipes are the responsibility of the CDD and which are the City's responsibility.

ii. Update on the Entrance Monument Sign of Chickasaw Trail at the North end of Vista Lakes. This was tabled.

- A Sign Plan Amendment application was required by the City because this was a new build where a sign had not previously been.

iii. Update on the Request to Secure City Approval to Install the Security Fence between Champlain and Stonebridge

- The request to install a security fence was denied by the City. One of the City's concerns was children getting to school. It was discussed to install a camera in this area. The installation of the security fence was tabled.

- iv.** Update on the Privacy Wall between Pembroke Subdivision and Vista Promenade
- A discussion ensued on the placement of the core foam stucco wall with the wood fence staying on the property. The Board has asked for proposals of vinyl fencing
- v.** 5619 Florence Harbor Drive (Newport) Fill-Slope Erosion
- The slope erosion is on property that does not belong to the CDD. Mr. Hamstra and Mr. Clark will meet to look over all information.
- vi.** Status on the Removal of Wood Fence and Replacement with Foam Core Stucco Wall at Windsor Subdivision and Narcoossee Road Off-Site Properties
- Mr. Sebestyen stated that the Apartments are willing to pay up to \$80,000 towards replacing the fence or wall separating the District and the Apartments if the wall is appropriate.
- vii.** Discussion of Gentry Park Sidewalk Maintenance
- Gentry Park sidewalks are owned by the CDD. Grinding, replacing panels, and pressure washing is needed. Ms. Montagna obtained an Inframark proposal of \$31,819.25 to do all sidewalk maintenance in Gentry Park.

| |
|---|
| <p>On MOTION by Ms. Daly, seconded by Mr. Sebestyen, with all in favor by roll call vote, the Inframark Proposal for Gentry Park sidewalk repair at \$31,819.25 was approved. 4-0</p> |
|---|

- viii.** Update on the Vista Lake Outfall System Modification
- Mr. Hamstra stated the Control Structure Modification is covered in the Reserve Study. A discussion ensued. Further research will be done.
- ix.** Amendment #1 for Pegasus Engineering
- Mr. Hamstra presented Amendment #1 to the Pegasus Engineering Contract of \$25,000. which is set to expire December 30, 2021.

On MOTION by Mr. DeCrotie, seconded by Ms. Daly, with all in favor by roll call vote, the Amendment #1 for Pegasus Engineering, with a not-to-exceed amount of \$25,000.00 was approved. 4-0
4-0

B. District Counsel

With there being no report, the next item followed.

C. District Manager

With there being no report, the next item followed.

D. Field Manager, continued

- a.** Consideration of Aeration and Fountain Maintenance Renewal Contract
- This was tabled until all proposals and information the District has asked for is provided.
 - b.** Aerator and Fountain for Pond 8 and Install of Electric
- This proposal has not been received by Ms. Montagna.
 - c.** Solitude Assess Pond 13 Aerator Equipment
- A report was supplied in the agenda package.
 - e.** Solitude Evaluation of Ponds Having Diffusers
 - f.** Utility Company Request of Lighting Added to the Back Side of Pond 8 and Extra Heavy-Duty Lighting to be Added to Champlain and Stonebridge

On MOTION by Ms. Daly, seconded by Mr. Sebestyen, with all in favor by roll call vote, the Inframark Proposal for two (2) solar lights installed on the back side of Pond 8 at \$12,741.40 and for Ms. Daly to come onsite to approve the location of the lights install, was approved. 4-0

- i.** Discussion of Landscape RFPs
- A discussion ensued on the small island. A flush line across the tops of the greenery is being researched.
- Mr. Sebestyen requested an update on the encroachment project. There is a resident that is consistently putting their boat on CDD property. A discussion ensued.

j. Discussion of Gentry Park

- This item was discussed under the Engineer's report.

ii. Solitude Aquatic Report

- Ms. Daly requested a meeting with Solitude and Ms. Montagna.

iii. HOA Liaison Report

With there being no report, the next item followed.

SIXTH ORDER OF BUSINESS

Supervisor Requests

- Ms. Daly asked about road resurfacing and a discussion ensued.
- Mr. DeCrotie asked that pressure washing curbs be added to the next agenda.

SEVENTH ORDER OF BUSINESS

Adjournment

There being no further business,

| |
|--|
| On MOTION by, Ms. Daly seconded by Mr. DeCrotie, with all in favor by roll call vote, the meeting was adjourned at approximately 1:00 p.m. |
|--|

Kristen Suit
Secretary

Frank Sebestyen
Chairman

4C

VISTA LAKES
Community Development District

Financial Report

April 30, 2021

Prepared by:



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VISTA LAKES
Community Development District

Financial Statements

(Unaudited)

April 30, 2021

Balance Sheet
April 30, 2021

| ACCOUNT DESCRIPTION | GENERAL FUND | SERIES 2017 A1 & A2 DEBT SERVICE FUND | TOTAL |
|--|---------------------|--|---------------------|
| <u>ASSETS</u> | | | |
| Cash - Checking Account | \$ 296,144 | \$ - | \$ 296,144 |
| Due From Other Funds | - | 73,478 | 73,478 |
| Investments: | | | |
| Money Market Account | 2,323,577 | - | 2,323,577 |
| Prepayment Fund (A-2) | - | 755 | 755 |
| Reserve Fund (A-1) | - | 28,725 | 28,725 |
| Reserve Fund (A-2) | - | 63,066 | 63,066 |
| Revenue Fund (A-1) | - | 276,589 | 276,589 |
| Revenue Fund (A-2) | - | 399,137 | 399,137 |
| Deposits | 15,891 | - | 15,891 |
| TOTAL ASSETS | \$ 2,635,612 | \$ 841,750 | \$ 3,477,362 |
| <u>LIABILITIES</u> | | | |
| Accounts Payable | \$ 35,708 | \$ - | \$ 35,708 |
| Accrued Expenses | 35,351 | - | 35,351 |
| Due To Other Funds | 73,478 | - | 73,478 |
| TOTAL LIABILITIES | 144,537 | - | 144,537 |
| <u>FUND BALANCES</u> | | | |
| Nonspendable: | | | |
| Deposits | 15,891 | - | 15,891 |
| Restricted for: | | | |
| Debt Service | - | 841,750 | 841,750 |
| Assigned to: | | | |
| Operating Reserves | 287,644 | - | 287,644 |
| Reserves - Fences / Walls | 279,343 | - | 279,343 |
| Reserves - Gate/Entry Features | 44,960 | - | 44,960 |
| Reserves - Irrigation System | 111,267 | - | 111,267 |
| Reserves - Other | 105,145 | - | 105,145 |
| Res-Pav/Concrete/Basin/Curb | 516,543 | - | 516,543 |
| Reserves - Ponds / Lakes | 213,518 | - | 213,518 |
| Reserves-Reserve Study | 5,465 | - | 5,465 |
| Unassigned: | 911,299 | - | 911,299 |
| TOTAL FUND BALANCES | \$ 2,491,075 | \$ 841,750 | \$ 3,332,825 |
| TOTAL LIABILITIES & FUND BALANCES | \$ 2,635,612 | \$ 841,750 | \$ 3,477,362 |

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending April 30, 2021

| ACCOUNT DESCRIPTION | ANNUAL ADOPTED BUDGET | YEAR TO DATE ACTUAL | YTD ACTUAL AS A % OF ADOPTED BUD | APR-21 ACTUAL |
|--------------------------------|-----------------------------|------------------------|--|------------------|
| REVENUES | | | | |
| Interest - Investments | \$ 20,000 | \$ 4,131 | 20.66% | \$ 382 |
| Interlocal Agreement | 40,000 | - | 0.00% | - |
| Interest - Tax Collector | 2,000 | 132 | 6.60% | - |
| Special Assmnts- Tax Collector | 1,188,895 | 1,104,120 | 92.87% | 67,240 |
| Special Assmnts- Other | 1,000 | 240 | 24.00% | - |
| Special Assmnts- Discounts | (47,556) | (43,310) | 91.07% | (1,897) |
| Other Miscellaneous Revenues | - | 6,178 | 0.00% | - |
| TOTAL REVENUES | 1,204,339 | 1,071,491 | 88.97% | 65,725 |
| EXPENDITURES | | | | |
| Administration | | | | |
| P/R-Board of Supervisors | 5,000 | 3,000 | 60.00% | 1,000 |
| FICA Taxes | 383 | 230 | 60.05% | 77 |
| ProfServ-Arbitrage Rebate | 1,200 | - | 0.00% | - |
| ProfServ-Dissemination Agent | 1,000 | - | 0.00% | - |
| ProfServ-Engineering | 25,000 | 34,384 | 137.54% | 6,231 |
| ProfServ-Legal Services | 20,000 | 13,963 | 69.82% | 2,578 |
| ProfServ-Mgmt Consulting Serv | 60,000 | 35,000 | 58.33% | 5,000 |
| ProfServ-Property Appraiser | 2,196 | 2,196 | 100.00% | - |
| ProfServ-Special Assessment | 5,330 | 5,392 | 101.16% | - |
| ProfServ-Trustee Fees | 7,000 | 7,596 | 108.51% | - |
| Auditing Services | 5,900 | 5,800 | 98.31% | - |
| Website Compliance | 3,765 | 1,164 | 30.92% | 388 |
| Postage and Freight | 800 | 205 | 25.63% | 24 |
| Insurance - General Liability | 12,618 | 11,905 | 94.35% | - |
| Printing and Binding | 2,500 | 1,414 | 56.56% | 488 |
| Legal Advertising | 600 | 528 | 88.00% | - |
| Miscellaneous Services | 2,100 | 1,740 | 82.86% | 59 |
| Misc-Assessmnt Collection Cost | 2,000 | 2,019 | 100.95% | - |
| Office Supplies | 250 | 90 | 36.00% | - |
| Annual District Filing Fee | 175 | 175 | 100.00% | - |
| Total Administration | 157,817 | 126,801 | 80.35% | 15,845 |
| Field | | | | |
| ProfServ-Field Management | 85,000 | 49,583 | 58.33% | 7,083 |
| Contracts-Lake and Wetland | 25,140 | 14,854 | 59.09% | 2,158 |
| Contracts-Fountain | 13,356 | 7,791 | 58.33% | 1,626 |
| Communication - Teleph - Field | 7,600 | 2,500 | 32.89% | 457 |
| Electricity - Streetlighting | 63,000 | 41,305 | 65.56% | 4,065 |
| Utility - Water & Sewer | 69,000 | 35,188 | 51.00% | 7,628 |

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending April 30, 2021

| ACCOUNT DESCRIPTION | ANNUAL ADOPTED BUDGET | YEAR TO DATE ACTUAL | YTD ACTUAL AS A % OF ADOPTED BUD | APR-21 ACTUAL |
|--|-----------------------------|------------------------|--|------------------|
| Streetlights Gated | 70,000 | 40,009 | 57.16% | 5,640 |
| Streetlights Non-Gated | 112,000 | 64,941 | 57.98% | 9,152 |
| R&M-Common Area | 10,000 | 3,046 | 30.46% | 125 |
| R&M-Fountain | 8,400 | 2,037 | 24.25% | 236 |
| Misc-Contingency | 30,000 | 4,303 | 14.34% | 605 |
| Holiday Lighting & Decorations | 17,500 | 17,500 | 100.00% | - |
| Total Field | 510,996 | 283,057 | 55.39% | 38,775 |
| <u>Landscape Services</u> | | | | |
| Contracts-Landscape | 354,723 | 206,922 | 58.33% | 29,560 |
| Contracts-Landscape Consultant | 2,000 | 600 | 30.00% | - |
| Contracts-Mulch | 30,000 | 29,670 | 98.90% | - |
| Contracts-Annuaals | 23,809 | 12,900 | 54.18% | - |
| Lease - Building | 7,440 | 4,340 | 58.33% | 620 |
| R&M-Irrigation | 28,000 | - | 0.00% | - |
| R&M-Trees and Trimming | 9,600 | 48,850 | 508.85% | 16,800 |
| R&M-Plant&Tree Replacement | 35,000 | 9,638 | 27.54% | - |
| Total Landscape Services | 490,572 | 312,920 | 63.79% | 46,980 |
| <u>Reserves</u> | | | | |
| Reserve | 119,000 | - | 0.00% | - |
| Total Reserves | 119,000 | - | 0.00% | - |
| TOTAL EXPENDITURES & RESERVES | 1,278,385 | 722,778 | 56.54% | 101,600 |
| Excess (deficiency) of revenues | | | | |
| Over (under) expenditures | (74,046) | 348,713 | | (35,875) |
| <u>OTHER FINANCING SOURCES (USES)</u> | | | | |
| Contribution to (Use of) Fund Balance | (74,046) | - | 0.00% | - |
| TOTAL FINANCING SOURCES (USES) | (74,046) | - | 0.00% | - |
| Net change in fund balance | \$ (74,046) | \$ 348,713 | | \$ (35,875) |
| FUND BALANCE, BEGINNING (OCT 1, 2020) | 2,142,362 | 2,142,362 | | |
| FUND BALANCE, ENDING | \$ 2,068,316 | \$ 2,491,075 | | |

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending April 30, 2021

| ACCOUNT DESCRIPTION | ANNUAL ADOPTED BUDGET | YEAR TO DATE ACTUAL | YTD ACTUAL AS A % OF ADOPTED BUD | APR-21 ACTUAL |
|--|-----------------------------|------------------------|--|------------------|
| REVENUES | | | | |
| Interest - Investments | \$ 2,000 | \$ 9 | 0.45% | \$ 1 |
| Interest - Tax Collector | 1,250 | 82 | 6.56% | - |
| Special Assmnts- Tax Collector | 743,127 | 699,510 | 94.13% | 35,597 |
| Special Assmnts- Prepayment | - | 755 | 0.00% | - |
| Special Assmnts- Discounts | (29,725) | (27,574) | 92.76% | (1,038) |
| TOTAL REVENUES | 716,652 | 672,782 | 93.88% | 34,560 |
| EXPENDITURES | | | | |
| Administration | | | | |
| Misc-Assessmnt Collection Cost | 14,863 | 1,262 | 8.49% | - |
| Total Administration | 14,863 | 1,262 | 8.49% | - |
| Debt Service | | | | |
| Principal Debt Retirement A-1 | 198,000 | - | 0.00% | - |
| Principal Debt Retirement A-2 | 271,000 | - | 0.00% | - |
| Interest Expense Series A-1 | 87,916 | 43,958 | 50.00% | - |
| Interest Expense Series A-2 | 147,830 | 73,915 | 50.00% | - |
| Total Debt Service | 704,746 | 117,873 | 16.73% | - |
| TOTAL EXPENDITURES | 719,609 | 119,135 | 16.56% | - |
| Excess (deficiency) of revenues Over (under) expenditures | (2,957) | 553,647 | | 34,560 |
| OTHER FINANCING SOURCES (USES) | | | | |
| Contribution to (Use of) Fund Balance | (2,957) | - | 0.00% | - |
| TOTAL FINANCING SOURCES (USES) | (2,957) | - | 0.00% | - |
| Net change in fund balance | \$ (2,957) | \$ 553,647 | | \$ 34,560 |
| FUND BALANCE, BEGINNING (OCT 1, 2020) | 288,103 | 288,103 | | |
| FUND BALANCE, ENDING | \$ 285,146 | \$ 841,750 | | |

Notes to the Financial Statements
April 30, 2021

| |
|---------------------|
| General Fund |
|---------------------|

► **Assets**

- **Cash and Investments** - The district has one Money Market and one General Fund account with Bank United. Suntrust Bank GF has been closed (See Cash & Investments Report).
- **Due from Other Funds** - Amount due from General Fund to Debt Service for assessment collections.
- **Deposits** - Duke Energy and Orlando Utility Company deposits.

► **Liabilities**

- **Accounts Payable** - Invoices for current month but not paid in current month.
- **Accrued Expenses** - Electricity - streetlights & general, landscaping for tree removal & fountain maintenance for March & April.
- **Due to Other Funds** - Funds owed to debt service for tax assessments collected.

► **Fund Balance**

- **Assigned To:** Reserves assigned by the board.

| | | |
|---|-----------|-------------------------|
| Operating Reserves | \$ | 287,644 |
| Fences, Walls | | 279,343 |
| Gates, Entry Features | | 44,960 |
| Irrigation System | | 111,267 |
| Other | | 105,145 |
| Pavement, Concrete, Catch Basins, Curb Inlets | | 516,543 |
| Ponds, Lakes | | 213,518 |
| Reserve Study | | 5,465 |
| Total Reserves | \$ | <u>1,563,885</u> |

Revenue & Expenses - All Funds
April 30, 2021

Financial Overview / Highlights

Revenues

Total General Fund Non-Ad Valorem assessments are 93% collected.

Total General Fund expenditures and reserves are at 57% of budget which is below the prorated 58% of the adopted budget.

Special Assessments Other: CVS reimbursement for the shared cost of streetlighting & landscaping.

Other Miscellaneous Revenue: property damage reimbursement check & Solitude Lake reimbursement from prior year.

Variance Analysis

| Account Name | Annual Budget | YTD Actual | % of Budget | Explanation |
|----------------------------------|---------------|------------|-------------|--|
| Expenditures | | | | |
| <u>Administrative</u> | | | | |
| ProfServ-Engineering | \$ 25,000 | \$ 34,384 | 138% | SSMC Drawing of Aerial Background, Champlain security fence, Encore Apartments project fees, Stormwater master plan, Side walk & Monument entrance issues. |
| ProfServ-Property Appraiser | \$ 2,196 | \$ 2,196 | 100% | Property appraiser fees are paid in full. |
| ProfServ-Special Assessment | \$ 5,330 | \$ 5,392 | 101% | Assessment roll service paid in full. |
| ProfServ-Trustee Fees | \$ 7,000 | \$ 7,596 | 109% | Trustee Fees paid in full for 2017 Series. |
| Auditing Services | \$ 5,900 | \$ 5,800 | 98% | Auditing fees are paid in full. |
| Insurance-General Liability | \$ 12,618 | \$ 11,905 | 94% | Insurance is paid in full for General Liability / Property. |
| Miscellaneous Services | \$ 2,100 | \$ 1,740 | 83% | Bank fees & Inframark fees for Go Daddy.com email & renewals. |
| Annual District Filing Fee | \$ 175 | \$ 175 | 100% | Annual fee paid in full. |
| <u>Field</u> | | | | |
| Contracts-Lake and Wetland | \$ 25,140 | \$ 14,854 | 59% | Price increase from \$2,095 to \$2,158 per month. |
| Electricity - Streetlighting | \$ 63,000 | \$ 41,305 | 66% | Electricity is higher than budgeted amount. |
| Holiday Lighting & Decorations | \$ 17,500 | \$ 17,500 | 100% | Decorations paid in full. |
| <u>Landscape Services</u> | | | | |
| Contracts-Landscape Consultant | \$ 2,000 | \$ 600 | 30% | Not a monthly contract. |
| Contracts-Mulch | \$ 30,000 | \$ 29,670 | 99% | Mulch services were completed in January. |
| Contracts-Annuals | \$ 23,809 | \$ 12,900 | 54% | Seasonal Annuals were done in December. |
| R&M-Trees and Trimming | \$ 9,600 | \$ 48,850 | 509% | Tree removal higher than budgeted amount. |

2017 Debt Service Fund

- **Interest Expense** - 1st Interest Expense payment on 2017 Series were paid in October (normally November.)
- **Principal Payment** - Principal payments on Series A-1 & 2 come due in May '21.

VISTA LAKES
Community Development District

Supporting Schedules

April 30, 2021

**Non-Ad Valorem Special Assessments - Orange County Tax Collector
(Monthly Collection Distributions)
For the Fiscal Year Ending September 30, 2021**

| | | | | | ALLOCATION BY FUND | |
|-----------------------------------|---------------------|-------------------------------|------------------|-----------------------|---------------------|------------------------|
| Date Received | Net Amount Received | Discount / (Penalties) Amount | Collection Costs | Gross Amount Received | General Fund | Debt Service 2017 Fund |
| Assessments Levied FY 2021 | | | | \$ 1,932,022 | \$ 1,188,895 62% | \$ 743,127 38% |
| 11/09/20 | \$ 8,561 | \$ 449 | \$ - | \$ 9,010 | \$ 5,395 | \$ 3,615 |
| 11/16/20 | 23,556 | 964 | - | 24,520 | 15,991 | 8,528 |
| 11/23/20 | 60,072 | 2,503 | - | 62,575 | 40,830 | 21,745 |
| 12/07/20 | 108,272 | 4,511 | - | 112,784 | 69,585 | 43,199 |
| 12/10/20 | 184,365 | 7,682 | - | 192,047 | 116,754 | 75,293 |
| 12/21/20 | 144,343 | 6,014 | - | 150,358 | 93,437 | 56,921 |
| 01/11/21 | 806,439 | 33,600 | - | 840,039 | 503,847 | 336,192 |
| 02/03/21 | 211,273 | 8,915 | 3,281 | 223,468 | 137,352 | 86,116 |
| 03/03/21 | 82,681 | 3,311 | - | 85,992 | 53,688 | 32,304 |
| 04/19/21 | 99,902 | 2,935 | - | 102,837 | 67,240 | 35,597 |
| TOTAL | \$ 1,729,465 | \$ 70,884 | \$ 3,281 | \$ 1,803,630 | \$ 1,104,120 | \$ 699,510 |
| % COLLECTED | | | | 93% | 93% | 93% |
| TOTAL OUTSTANDING | | | | \$ 128,392 | \$ 84,775 | \$ 43,617 |

Cash and Investment Report
April 30, 2021

| <u>ACCOUNT NAME</u> | <u>BANK NAME</u> | <u>MATURITY</u> | <u>YIELD</u> | <u>BALANCE</u> |
|--|------------------|-----------------|--------------|---------------------|
| GENERAL FUND | | | | |
| Checking Account - Operating | Bank United | N/A | 0.00% | \$ 296,144 |
| Money Market Account | BankUnited | N/A | 0.25% | \$ 2,323,577 |
| Subtotal General Fund | | | | \$ 2,619,721 |
| DEBT SERVICE FUND | | | | |
| Series 2017 A-2 Prepayment | | | | |
| US Bank Open-Ended Interest Bearing Commercial Paper | US Bank | N/A | 0.02% | \$ 755 |
| Series 2017 A-1 Reserve account | | | | |
| US Bank Open-Ended Interest Bearing Commercial Paper | US Bank | N/A | 0.02% | \$ 28,725 |
| Series 2017 A-2 Reserve account | | | | |
| US Bank Open-Ended Interest Bearing Commercial Paper | US Bank | N/A | 0.02% | \$ 63,066 |
| Series 2017 A-1 Revenue account | | | | |
| US Bank Open-Ended Interest Bearing Commercial Paper | US Bank | N/A | 0.02% | \$ 276,589 |
| Series 2017 A-2 Revenue account | | | | |
| US Bank Open-Ended Interest Bearing Commercial Paper | US Bank | N/A | 0.02% | \$ 399,137 |
| Subtotal Debt Service Fund | | | | \$ 768,272 |
| Total | | | | \$ 3,387,993 |

Vista Lakes CDD

Bank Reconciliation

Bank Account No. 5060 Bank United GF
Statement No. 04-21
Statement Date 4/30/2021

| | | | |
|----------------------|------------|----------------------|------------|
| G/L Balance (LCY) | 296,144.42 | Statement Balance | 327,239.53 |
| G/L Balance | 296,144.42 | Outstanding Deposits | 0.00 |
| Positive Adjustments | 0.00 | | |
| | | Subtotal | 327,239.53 |
| Subtotal | 296,144.42 | Outstanding Checks | 31,095.11 |
| Negative Adjustments | 0.00 | Differences | 0.00 |
| | | | |
| Ending G/L Balance | 296,144.42 | Ending Balance | 296,144.42 |
| | | | |
| Difference | 0.00 | | |

| Posting Date | Document Type | Document No. | Description | Amount | Cleared Amount | Difference |
|-------------------------------|---------------|--------------|-----------------------|-----------|----------------|------------|
| Outstanding Checks | | | | | | |
| 2/12/2021 | Payment | 445 | FRANK J. SEBESTYEN | 184.70 | 0.00 | 184.70 |
| 4/23/2021 | Payment | 480 | FEDEX | 15.52 | 0.00 | 15.52 |
| 4/28/2021 | Payment | 482 | HOME DEPOT CREDIT SVS | 31.59 | 0.00 | 31.59 |
| 4/28/2021 | Payment | 483 | SERVELLO | 23,980.00 | 0.00 | 23,980.00 |
| 4/30/2021 | Payment | DD485 | BRIGHT HOUSE NETWORKS | 124.80 | 0.00 | 124.80 |
| 4/30/2021 | Payment | 484 | ORLANDO SENTINEL | 527.50 | 0.00 | 527.50 |
| 4/30/2021 | Payment | 485 | PEGASUS ENGINEERING | 6,231.00 | 0.00 | 6,231.00 |
| Total Outstanding Checks..... | | | | 31,095.11 | | 31,095.11 |

Fifth Order of Business

5Cii

Date 4/15/2021
 Time 12:39 PM

Bill Cowles
Supervisor of Elections
District List Report

Orange County, FL

| <u>District</u> | <u>Nbr</u> | <u>DistrictType</u> | <u>Description</u> | <u>Registered Voters</u> | | | | | <u>Inactive Voters</u> | | | | |
|-----------------|------------|---------------------|--------------------------|--------------------------|-------------|-------------|------------|--------------|------------------------|-------------|-------------|------------|--------------|
| | | | | <u>Total</u> | <u>Dems</u> | <u>Reps</u> | <u>NPA</u> | <u>Other</u> | <u>Total</u> | <u>Dems</u> | <u>Reps</u> | <u>NPA</u> | <u>Other</u> |
| SPC | 1 | | BONNET CREEK RESORT | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| SPC | 2 | | EAST PARK | 1,718 | 672 | 419 | 592 | 35 | 38 | 12 | 8 | 17 | 1 |
| SPC | 3 | | FALCON TRACE | 1,994 | 927 | 376 | 665 | 26 | 52 | 16 | 10 | 25 | 1 |
| SPC | 4 | | NARCOOSSEE | 1,925 | 713 | 513 | 661 | 38 | 157 | 57 | 24 | 72 | 4 |
| SPC | 5 | | STONEYBROOK WEST | 3,608 | 1,263 | 1,163 | 1,111 | 71 | 128 | 53 | 32 | 41 | 2 |
| SPC | 6 | | URBAN ORLANDO | 6,276 | 2,268 | 2,113 | 1,750 | 145 | 538 | 160 | 173 | 202 | 3 |
| SPC | 7 | | VISTA LAKES | 4,341 | 1,772 | 1,001 | 1,506 | 62 | 180 | 60 | 37 | 83 | 0 |
| SPC | 8 | | RANGER DRAINAGE | 6,417 | 2,005 | 2,374 | 1,900 | 138 | 158 | 45 | 47 | 62 | 4 |
| SPC | 9 | | BOGGY CREEK | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| SPC | 10 | | GREENEWAY | 4,529 | 1,563 | 1,309 | 1,546 | 111 | 112 | 35 | 29 | 44 | 4 |
| SPC | 11 | | MYRTLE CREEK | 2,342 | 782 | 679 | 829 | 52 | 129 | 43 | 26 | 60 | 0 |
| SPC | 13 | | RANDAL PARK | 1,444 | 491 | 450 | 471 | 32 | 34 | 6 | 15 | 13 | 0 |
| SPC | 15 | | FOWLERS GROVE WG VIL | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| SPC | 20 | | STOREY PARK | 1,596 | 613 | 351 | 587 | 45 | 21 | 9 | 4 | 7 | 1 |
| SPC | 22 | | GROVE RESORT | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| SPC | 23 | | DOWDEN WEST | 98 | 49 | 22 | 24 | 3 | 0 | 0 | 0 | 0 | 0 |
| SPC | 24 | | FRERC | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| SPC | 25 | | POITRAS EAST | 10 | 5 | 2 | 3 | 0 | 0 | 0 | 0 | 0 | 0 |
| SPC | 26 | | GRANDE PINES CDD | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| SPC | 27 | | WESTWOOD CDD | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| SPC | 28 | | VALENCIA WATER CONTROL D | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | | | 36,299 | 13,123 | 10,773 | 11,645 | 758 | 1,547 | 496 | 405 | 626 | 20 |

5Di.



VISTA LAKES CDD FIELD INSPECTION REPORT

**MAY 26, 2021
FREDDY BLANCO
FIELD SERVICES MANAGER**

VISTA LAKES GENERAL UPDATES

A tour was scheduled with Solitude and a Horticulturist consultant to address the lake's vegetation issue, the report has been included here.

All ponds were treated for shoreline grasses and algae.

Annual flowers installation has been completed.

Control panel on Fountain #5 is damaged, proposal included.

Compressor and cooling fan need to be replaced on Pond # 7, proposal included.

Proposal included to repair the monument display fountain.

Reviewed and processed invoices on a weekly basis and responded to phone calls and emails as necessary.

Please refer to the list for PENDING ITEMS

For status, **red text** indicates deficient from previous report.

Bold Red text indicates deficient for more than a month.

Green text indicates a proposal has been requested. **Blue** indicates irrigation.

Bold italic indicates vendor's response – Underlined is info. or questions for the BOS

LANDSCAPE REVIEW April-May



TRIMMING - IRRIGATION BOXES (THROUGHOUT THE COMMUNITY)

Status – **Pending**
After several reviews, this hasn't been completed, the issue is still present.



IRRIGATION BOXES WITH BROKEN OR MISSING CAPS (THROUGHOUT THE COMMUNITY)

Status – **Not completed**

Proposal #5273 to replace 25 irrigation boxes was approved. Installation schedule to be provided by Servello

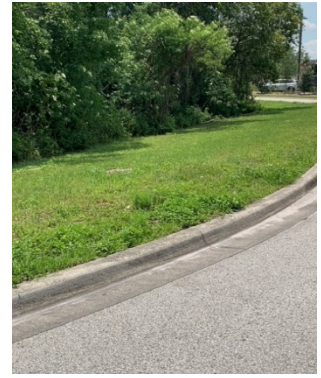




LEE VISTA BLVD

MOWING SERVICE

Status – Pending
Sections pending for mowing service



BARRINGTON COVE PT.



CHICKASAW TRAIL

LANDSCAPE EDGING SERVICE

Status – Pending
Landscape edging service is needed on these walkways, not all areas are being addressed.



LEE VISTA BLVD



TRIMMING SERVICE (AT PEMPROKE)

Status – Pending
Behind 6508 Bayboro Ct. tree branches are long and growing fast, the tree needs to be trimmed and branches removed.

POOR GRASS CONDITION

(AT LAKE CHAMPLAIN DR.)

Status – Pending

Several sections show the grass is burnt and weeds are growing.



BUSH HOGGING SERVICE

(AT CHICKASAW TRAIL.)

Status – Ongoing

The bush hogging service at the Chickasaw Trail section is still pending



The crew started on Chickasaw Trail last week and they will continue to work on it this week



PALM TREE TRIMMING SERVICE

(THROUGHOUT THE COMMUNITY)

Status – Pending

Palm trees behind monument wall at Lee Vista Blvd and Chickasaw Trail need trimming service.



IRRIGATION
(AT GENTRY PARK)

Status – Pending
Gentry park plants between the dog
station and the trash cans are dry
and dying.
Servello to provide action plan



Servello will work and address all pending items this week



VISTA LAKES CDD
MAINTENANCE MONTHLY SUMMARY
 April-2021 (Weekly Mowing)

1.1 Turf

1.1.1 - Mowing – Mowing was performed BI-weekly this month throughout common grounds, lakes, and utility easements. Service agreement calls for 4 mowing cycles completed:

- Week Ending 4/9/2021
- Week Ending 4/16/2021
- Week Ending 4/23/2021
- Week Ending 4/30/2021

1.1.2 – Edging -All Hard surfaces Completed

1.1.3 – Line Trimming-All completed - (lake edges)

1.1.4 – Weed and Disease Control

a) St. Augustine -Completed

1.1.5 – Fertilization-Completed all Turf

1.1.6 – Pest Control

a) Chinch Bugs-None detected

b) Ants treated community wide- As needed (Mound treatment only) On-Going

1.2 Shrub/Ground Cover Care

1.2.1 - Pruning

a) All shrubs pruned weeks ending 4/1/2021-4/30/2021 Detail all sections completed

1.2.2 - Weeding

a) Herbicide applications to weeds in landscape beds, sidewalks, and roadway crack weeds performed weekly on a rotating basis-ON GOING

1.2.4 – Mulching

1.3 Tree Care

1.3.1 Pruning

All median tree down Vista Lakes Blvd. major tree elevations (Ligustrum trees, Mags etc.)

a) Done in detail rotation

1.4 Annual Flowers:

Annuals completed

Conservation cutbacks ON-Going one section left to completion



ements approved

VISTA LAKES CDD
MAINTENANCE MONTHLY SUMMARY
 March-2021 (BI-Weekly Mowing)

1.1 Turf

1.1.1 - Mowing – Mowing was performed BI-weekly this month throughout common grounds, lakes, and utility easements. Service agreement calls for 2 mowing cycles completed:

- Week Ending 3/12/2021
- Week Ending 3/26/2021

1.1.2 – Edging -All Hard surfaces Completed

1.1.3 – Line Trimming-All completed (lake edges)

1.1.4 – Weed and Disease Control

a) St. Augustine -Completed

1.1.5 – Fertilization-Completed all Turf

1.1.6 – Pest Control

a) Chinch Bugs-None detected

b) Ants treated community wide- As needed (Mound treatment only) On-Going

1.2 Shrub/Ground Cover Care

1.2.1 - Pruning

a) All shrubs pruned weeks ending 3/5/2021---3/26/2021 Detail all sections completed

1.2.2 - Weeding

a) Herbicide applications to weeds in landscape beds, sidewalks, and roadway crack weeds performed weekly on a rotating basis-ON GOING

1.3 Tree Care

1.3.1 Pruning

All median tree down Vista Lakes Blvd. major tree elevations (Ligustrum trees, Mags etc.)

a) Done in detail rotation

1.4 Annual Flowers:

Annuals completed

Conservation cutbacks approved



Vista Lakes CDD Report for Fountains and Aeration (March 5, 2021 thru May 15, 2021)

March 2021

- 3/5/2021 Serviced Fountain #8, no problems found.
- 3/22/2021 Serviced Fountains #2, 6 and 7, no problems found.
- 3/22/2021 Fountain #5 – replaced 2 capacitors and 1 timer.

April 2021

- 4/20/2021 Request about noise issue, Aerator #6. Found air filter/muffler broken. Replaced assembly.

May 2021

- 5/4/2021 Request for service, Fountain #5 not working. Found burnt wires in control panel. Did temporary repair until controls can be replaced.
- 5/10/2021 Request for service, Fountain #6, lights not working. Found dirty lights, cleaned fountain and lights.
- 5/12/2021 Sent quote to replace controls for Fountain #5.
- 5/14/2021 Request about noise issue, Aerator #7. Compressor has something broken inside and is out of balance causing vibration and noise. Quote was just sent on 5/12/2021 to replace compressor and cooling fan.

Special Notes:

Aerators are serviced 2 times per year, the last service was 9/28/2020. The contract has not been renewed.

Fountain #8 is serviced monthly and has not been serviced since 3/5/2021. The contract has not been renewed.

Fountains #2, 5, 6 and 7 are serviced quarterly and have not been serviced since 3/22/2021, except for Fountain #6 serviced on 5/10/2021 (see above). The contract has not been renewed.

New Fountain 10B (Main Pond), startup was January 2021 and new fountain is not under contract and has not been serviced.

Solitude Lake Management

3-11 Treated #8 (80 acre lake) with the boat. First Floridone treatment of the year for Eel Grass and Hydrilla.

3-29 Treated all ponds for shoreline grasses and algae. Also treated #8 with Floridone to finish up Eel Grass and Hydrilla treatment.

4-6 Treated all ponds for shoreline grasses and algae. Water level was low.

4-21 Treated all ponds for shoreline grasses and algae. Water level was up after two days of rain.

ISLAND INSPECTION REPORT

Tom MacCubbin
Horticultural Consultant
1526 Royal Circle
Apopka, FL 32703
407-293-8171

Client Vista Lakes Community Development District
 Contact Freddy Blanco & Angle Montagna - Inframark
 Address 313 Campus Street
Celebration, FL 34747-4995
 Telephone Office 407-566-2018

Date: May 21, 2021 Time In: 9:55 AM Time out: 10:41 AM

Re: Vista Lakes CDD Lake Island visit and evaluation

Two Islands were visited in Vista Lake at Vista Lakes Community. Freddy Blanco met us at the lake and organized the boat tour but did not attend the tour. The boat was provided and driven by Dan Hunt. Jorge Baez assisted with the tour. Carla Daly joined us at the end of the tour. It was noted at the start of the tour the islands are not treated by the Lake Management Company. Chemicals reportedly used would not cause the plant decline noted.

Island 1 small island - This Island was relatively barren except for vegetation regrowing that was seeded by birds. About two months ago the island was only full of brown vegetation. Most of the vegetation noted would decline during winter and regrow during spring. Lots of bird activity was present. Plants present included: Primrose willow, elderberry, muscadine grape, Brazilian pepper, and pokeberry.



Island barren on top but some vegetation starting. Brazilian pepper in center photo and elderberry and grape in photo on right.

Diagnosis and recommendations: There were no signs of chemical damage to the plants. Decline noted earlier in the year was likely due to normal plant cycles of those observed during the winter season. Bird activity is also likely causing plant decline that keeps the top relatively free of vegetation. Due to the bird population it is not very practical to try and establish more desirable plants on this island.

Island 2 large island – Plant decline was mainly of the wax myrtle at the edge of the island. No chemical damage could be detected. One hypothesis from those who observed the island last year was the water level was raised during summer to cover the roots of the wax myrtle. Plants further up on the island are healthy and making normal growth. These appear to be mainly hardwoods and better-quality plants than found on Island 1. Also, plants on the side of the island without wax myrtle do not seem to be affected. Often these are cattails that are more water level tolerant.



Area with wax myrtle and cattails in photo on left. Some wax myrtle is making growth in center photo. Areas with more water tolerant cattails show no decline as in photo on right.

Diagnosis and recommendations: Since no chemical or insect injury could be found the high-water level theory during the summer would be the more likely cause for the wax myrtle decline. Wax myrtles grow in moist areas but do grow well in flooded areas and would decline. The flooding of roots for about a month as reported may have been enough to cause the decline

The question remains what to do now. Several options exist

- Allow the dead stems to remain and naturally decline. They are starting to be covered with other vegetation.
- Send a crew in to remove the stems and renew the green look to the sides of the island.

PROPOSALS

KMVC Services, LLC

PO BOX 761

INTERCESSION CITY, FL 33848

813.591.0595

sales@kmvcservices.com

www.kmvcservices.com

**ADDRESS**

Vista Lakes CDD, c/o

Inframark

313 Campus Street

Celebration, FL 34747 USA

SHIP TO

Vista Lakes CDD, c/o

Inframark

313 Campus Street

Celebration, FL 34747 USA

Estimate 1068**DATE** 05/25/2021**EXPIRATION DATE** 07/31/2021

| ACTIVITY | QTY | RATE | AMOUNT |
|---|-----|----------|----------|
| Sales Installation of a Pentair Pump 1.5 HP - All Parts, Labor and Material included. | 1 | 1,176.00 | 1,176.00 |
| Sales Installation of a Commercial Chlorinator - all parts and labor included. | 1 | 384.00 | 384.00 |
| Sales Replace filter cartridge | 1 | 168.00 | 168.00 |
| Sales Fountain Deep cleaning and start up chemicals, fill all fountains and start system (DOES NOT INCLUDE POWER WASHING) | 1 | 1,000.00 | 1,000.00 |
| Sales Installation of a Solenoid - All Parts, Labor and Material included. | 1 | 600.00 | 600.00 |

Thank you for the opportunity, please email us with any additional questions - kmvcservices@gmail.com

TOTAL**\$3,328.00**

Accepted By

Accepted Date

**Service Quote**

Page 1

Solitude Lake Management

1320 Brookwood Drive
Suite H
Little Rock, AR 72202

Phone No. (888) 480-5253

Fax No. (888) 358-0088

No. SMQT-003332

Status Pending

Order Date 04/23/21

Order Time 10:56:36 AM

Quote Provided to:

Vista Lakes CDD
Inframark Infrastructure Management S
210 North University Drive #702
Coral Springs, FL 33071

Phone No.

Email angel.montagna@inframark.com

This quote is to replace the compressor and cooling fan on Pond #7 aerator.

Thank you, Greg

| Service Item No. | Service Item Group Code | Item No. | Serial No. | Description |
|---------------------|-------------------------|----------|------------|-------------------------------|
| 0486280-AERATOR-002 | AERATOR | | S1176 | Vista Lakes VTX Aerator 2 Sit |

Service Line

| No. | | Quantity | Unit Price Excl. Tax | Amount | Amount Incl. Tax |
|---------------|--|----------|----------------------|---------------|------------------|
| LABOR-REPAIR | REPAIR LABOR | 1.5 | 107.00 | 160.50 | 160.50 |
| VER-COM404-CK | 1/3 HP Compressor Kit Single Piston | 1 | 592.45 | 592.45 | 592.45 |
| VER-FAN118 | 115V 140 CFM 4" cooling fan: Air1 & Air1XL | 1 | 43.65 | 43.65 | 43.65 |
| Total | | | | 796.60 | 796.60 |

Service quote price expires 90 days following order date.

Quote Approved By: _____

**Service Quote**

Page 1

Solitude Lake Management

1320 Brookwood Drive
Suite H
Little Rock, AR 72202

Phone No. (888) 480-5253

Fax No. (888) 358-0088

No. SMQT-003417

Status Pending

Order Date 05/10/21

Order Time 12:29:37 AM

Quote Provided to:

Vista Lakes CDD
Inframark Infrastructure Management S
210 North University Drive #702
Coral Springs, FL 33071

Phone No.

Email angel.montagna@inframark.com

This quote is to replace the control panel and the motor control on Fountain #5.

The burnt wires have damaged the controls and they need to be replaced.

Thank you, Greg

| Service Item No. | Service Item Group Code | Item No. | Serial No. | Description |
|----------------------|-------------------------|----------|------------|-------------------------------|
| 0486280-FOUNTAIN-002 | FOUNTAIN | | | Vista Lakes VTX Fountain 2 Si |

Service Line

| No. | Quantity | Unit Price Excl. Tax | Amount | Amount Incl. Tax |
|---|----------|----------------------|-----------------|------------------|
| LABOR-REPAIR REPAIR LABOR | 6 | 107.00 | 642.00 | 642.00 |
| FOUNT SERV 1 pole 20 amp GFCI Breaker | 1 | 65.00 | 65.00 | 65.00 |
| FOUNT SERV 2 pole 50 amp GFCI Breaker | 1 | 149.50 | 149.50 | 149.50 |
| FOUNT SERV 5HP Standard Motor Control | 1 | 328.73 | 328.73 | 328.73 |
| FOUNT SERV Intermatic Panel with Timers | 1 | 357.50 | 357.50 | 357.50 |
| Total | | | 1,542.73 | 1,542.73 |

Service quote price expires 90 days following order date.

Quote Approved By: _____

5Dia

**PLACEHOLDER FOR
POND 8 PROPOSAL FOR AERATOR AND
FOUNTAIN AND ELECTRIC**

5Dibi



SERVICES CONTRACT

CUSTOMER NAME: Ariel Medina

PROPERTY NAME: Vista Lakes CDD

CONTRACT EFFECTIVE DATE: March 1, 2021 through February 28, 2022

SUBMITTED BY: LisaMarie Strawser, Sales Support Administrator

SPECIFICATIONS: Fountain and Aeration Maintenance Renewal Services for five floating fountains (Pond 8: one 10HP TwoTier & two 7.5HP Architectural, Pond 9: two 5HP TwoTier) and eleven aeration systems (Lake 1, Air 2, Lake 2, Air 1 Plus, Lake 3: Air 2XL, Lake 4, Air LL7XL5, Lake 4: Air 1, Lake 5: Air 4XL, Lake 7: Air 3XL, Lake 9: Air 2, Lake 10, Air 1 Plus, Lake 12: Air 1 Plus, Lake 14, Air 2) located in Orlando, FL.

This agreement (the "Agreement") is made as of the date indicated above, and is by and between SOLitude Lake Management, LLC ("SOLitude" or the "Company") and the customer identified above (the "Customer") on the terms and conditions set forth in this Agreement.

1. The Services. SOLitude will provide services at the Customer's property as described in Schedule A attached hereto:

2. PAYMENT TERMS. The Annual Contract Price is **\$6,156.00**. SOLitude shall invoice Customer **\$513.00 per month** for the Services to be provided under this Agreement. The term of this agreement is for a period of twelve (12) months, with payment to be made in twelve (12) equal monthly payments due by the last day of each month. As a courtesy, the customer will be invoiced on the first day of each month, reminding them that a contract payment is due by the end of that same month. The customer is obligated to pay each monthly contract payment per the terms of this contract, without any obligation on the part of SOLitude to invoice or send any other sort of reminder or notice. The Annual Contract Price is based on the total value of services to be provided over a period of twelve (12) months. For the convenience of the customer, we offer Monthly Contract Pricing that is simply an even twelve (12) month amortization of the Annual Contract Price. Due to the seasonality of these services, and the disproportionate amount of time and materials dedicated to providing these services during some times of the year as compared to others, based on the season, weather patterns, and other natural factors, the amount billed and paid to date is not necessarily equivalent to the amount of work performed to date. For this reason, should the Customer cancel the contract early, or be in default for any reason, Customer will be responsible for immediately paying the remaining portion of annual contract work completed to date.

The Customer will be liable for any returned check fees and any collection costs, including reasonable attorney fees and court costs, for any invoices not otherwise timely paid, and interest at the rate of 1% per month may be added to all unpaid invoices. Should the work performed be subject to any local, state, or federal jurisdiction, agency, or other organization of authority for sales or other taxes or fees in addition to those expressly covered by this contract, customer will be invoiced and responsible for paying said additional taxes in addition to the contract price and other fees above. SOLitude shall be reimbursed by the customer for any non-routine expenses, administrative fees, compliance fees, or any other similar

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expense that are incurred as a result of requirements placed on SOLitude by the customer that are not covered specifically by the written specifications of this contract.

3. TERM AND EXPIRATION. This Agreement is for an annual management program as described in the Schedule A attached. Any additional services will be provided only upon additional terms as agreed to by the parties in writing. Contract will automatically renew annually at the end of the contract effective date for subsequent one (1) year terms, with a three percent (3%) escalation in the Annual Contract Price each year, under the same terms, specifications, and conditions as set forth by this contract, unless either party gives written notice of cancellation thirty (30) days prior to the termination date of this contract, or subsequent renewal contracts.

4. DISCLAIMER. SOLitude is not responsible for the failure of any treatment, equipment installation, or other work that result from dam or other structural failures, severe weather and storms, flooding, or other acts of God that are outside of the control of SOLitude. Customer understands and acknowledges that there are irrigation restrictions associated with many of the products used to treat lakes and ponds. The customer is responsible for notifying SOLitude in advance of the contract signing and the start of the contract if they utilize any of the water in their lakes or ponds for irrigation purposes. The customer accepts full responsibility for any issues that may arise from the irrigation of turf, ornamentals, trees, crops, or any other plants as a result of treated water being used by the customer for irrigation without the consent or knowledge of SOLitude. Although there is rarely direct fish toxicity with the products used for treatment when applied at the labeled rate, or the installation and normal operation of the equipment we install, there is a risk under certain circumstances of significant dissolved oxygen drops. This risk is most severe in times of extremely hot weather and warm water temperatures, as these are the conditions during which dissolved oxygen levels are naturally at their lowest levels. Often times lakes and ponds will experience natural fish kills under these conditions even if no work is performed. Every effort, to include the method and timing of application, the choice of products and equipment used, and the skill and training of the staff, is made to avoid such problems. However, the customer understands and accepts that there is always a slight risk of the occurrence of adverse conditions outside the control of SOLitude that will result in the death of some fish and other aquatic life. The customer also understands and accepts that similar risks would remain even if no work was performed. The customer agrees to hold SOLitude harmless for any issues with fish or other aquatic life which occur as described above, or are otherwise outside the direct control of the SOLitude, unless there is willful negligence on the part of SOLitude.

5. INSURANCE AND LIMITATION OF LIABILITY. SOLitude will maintain general liability and property damage insurance as necessary given the scope and nature of the Services. The Company will be responsible for those damages, claims, causes of action, injuries or legal costs to the extent of its own direct negligence or misconduct, and then only to an amount not to exceed the annual value of this Agreement. In no event will any party to this Agreement be liable to the other for incidental, consequential or purely economic damages.

6. FORCE MAJEURE. The Company shall not be liable for any delay in performing the Services, nor liable for any failure to provide the Services, due to any cause beyond its reasonable control.

7. ANTI-CORRUPTION AND BRIBERY. Each party represents that neither it nor anyone acting on its behalf has offered, given, requested or accepted any undue financial or other advantage of any kind in entering

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into this Agreement, and that it will comply with all applicable laws and regulations pertaining to corruption, competition and bribery in carrying out the terms and conditions of this Agreement.

8. GOVERNING LAW. This Agreement shall be governed and construed in accordance with the laws of the state in which the Services are performed.

9. ENTIRE AGREEMENT. This Agreement constitutes the entire agreement between the parties with respect to the subject matter and replaces any prior agreements or understandings, whether in writing or otherwise. This Agreement may not be modified or amended except by written agreement executed by both parties. In the event that any provision of this Agreement is determined to be void, invalid, or unenforceable, the validity and enforceability of the remaining provisions of this Agreement shall not be affected.

10. NOTICE. Any written notice provided under this Agreement may be sent via overnight mail, certified mail, hand delivery or electronic mail with delivery confirmation, to the individuals and addresses listed below.

11. BINDING. This Agreement shall inure to the benefit of and be binding upon the legal representatives and successors of the parties.

ACCEPTED AND APPROVED:

SOLITUDE LAKE MANAGEMENT, LLC.

VISTA LAKES CDD

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Please Remit All Payments to:

Customer's Address for Notice Purposes:

**1320 Brookwood Drive Suite H
Little Rock AR 72202**

Please Mail All Contracts to:

**2844 Crusader Circle, Suite 450
Virginia Beach, VA 23453**

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SCHEDULE A – ANNUAL MANAGEMENT SERVICES

Fountain Maintenance Service:

1. Company will service each of the fountains at **pond 8, twelve (12) times per year** on a once per month basis and **pond 9, four (4) times per year** on a once per quarter basis as follows:
 - Perform Amp test on the motor to verify appropriate amp load.
 - Check incoming and outgoing Voltage.
 - Test Motor GFCI Protection Breaker.
 - Test Contactor (starter).
 - Test motor overload protection to make sure it is set and functioning properly.
 - Check fuses.
 - Make sure all wires, breakers, and other electronic parts are securely attached
 - Check timer and set as needed.
 - Test Lighting GFCI breaker in the control panel to make sure it is operating properly.
 - Check lighting timer and set as needed.
2. If the fountain or lights are not visibly operating properly, or malfunctioning in any way as determined by the diagnostic checks specified above, the Company will further perform the following:
 - Perform ohm test to cable to test for any shorts or resistance in the power cable between the control panel and the motor.
 - Inspect motor shaft to make sure it is not bent and that it is turning smoothly and quietly.
 - Inspect propeller or impeller (*depending on what type unit*) and diffuser plate (*if present*) to make sure they are tightly attached and not bent or damaged in any way.
 - Clean fountain's debris screen nozzle, shaft, and pump chamber ensure proper water flow.
 - Clean all lighting lens covers.
 - Check each light and replace lamps that have burnt out.
 - Replace any seals on light housing which are leaking.
3. All replacement parts required for proper maintenance of the fountains and the additional labor required to replace these parts as needed will be billed as an additional charge.
4. All lights, seals, other replacement parts, and labor required for light replacements will be billed as an additional charge.
5. All necessary repairs (parts & labor) covered by warranty will be performed at no additional charge to the Customer.
6. Any significant problems or malfunctions that are discovered during the maintenance service that are not able to be repaired during that service, which are no longer under warranty, and that will require significant additional labor and/or parts, will be written up and submitted to the Customer for his / her approval prior to proceeding with the work.
7. All fountain work will be performed by factory certified service and repair technicians.

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Submersed Air Diffuser Aeration System Maintenance:

1. Company will service all of the Diffused Aeration Systems **two (2) times per year** on a once per semiannual basis as follows:
 - Replace piston cups and seals/vanes once a year or as needed
 - Adjust air manifold and pressure relief valves to ensure optimal performance.
 - Replace air filters as needed
 - Clean cabinet interior.
 - Inspect system.
 - Clean muffler intake assembly.
 - Inspect cooling fan.
 - Remove excessive grass/weed growth from around compressor cabinet(s) to maintain optimal airflow & operating temperature.
 - Apply ant bait if necessary.
 - Lubricate cabinet hinges and barrel locks.
 - Test and reset GFI circuitry.
 - Inspect airline supply tubing and fittings.
 - Adjustment each diffuser for proper airflow and performance.
2. All necessary repairs (parts & labor) covered by warranty will be performed at no additional charge to the Customer.
3. All replacement parts required for proper maintenance of the aeration systems will be billed as an additional charge.
4. Any significant problems / malfunctions that are discovered during the maintenance service which are no longer under warranty, which are not part of routine maintenance, and that will require additional labor and/or parts, will be written up and submitted to the Customer for his / her approval prior to proceeding with the work.
5. All aerator work will be performed by factory certified service and repair technicians.

Service Reporting:

1. Customer will be provided with a monthly / quarterly fountain maintenance and semiannual aeration maintenance service report detailing all of the work performed as part of this contract.

General Qualifications:

1. Company is a licensed pesticide applicator in the state in which service is to be provided.
2. Individual Applicators are Certified Pesticide Applicators in Aquatics, Public Health, Forestry, Right of Way, and Turf/Ornamental as required in the state in which service is to be provided.
3. Company is a SePRO Preferred Applicator and dedicated Steward of Water. Each individual applicator has been trained and educated in the water quality testing and analysis required for site specific water quality management prescriptions and utilizes an integrated approach that encompasses all aspects of ecologically balanced management. Each applicator has received extensive training in the proper selection, use, and application of all aquatic herbicides, algaecides, adjuvants, and water

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- quality enhancement products necessary to properly treat our Customers' lakes and ponds as part of an overall integrated pest management program.
4. Company guarantees that all products used for treatment are EPA registered and labeled as appropriate and safe for use in lakes, ponds, and other aquatic sites, and are being applied in a manner consistent with their labeling.
 5. All pesticide applications made directly to the water or along the shoreline for the control of algae, aquatic weeds, or other aquatic pests as specified in this contract will meet or exceed all of the Company's legal regulatory requirements as set forth by the EPA and related state agencies for NPDES and FIFRA. Company will perform treatments that are consistent with NPDES compliance standards as applicable in and determined by the specific state in which treatments are made. All staff will be fully trained to perform all applications in compliance with all federal, state, and local law.
 6. Company will continue to maintain all appropriate training and licensing necessary to perform all specified work in a safe and legal manner throughout the entire contract period.
 7. Company will furnish personnel, equipment, boats, materials, and other items required to provide the foregoing at his expense.

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**PLACEHOLDER FOR
SERVELLO PROPOSAL FOR
IRRIGATION AT FLORENCE HARBOR
PARK AND PEMBROKE**

5Did

**PLACEHOLDER FOR
INFRAMARK PROPOSAL FOR
PRESSURE WASHING ALL CURBS**