

**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, October 7, 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 telephone)
John DeCrotie, Sr.	Assistant Secretary
Aaron Simmons	Assistant Secretary
Carla Daly	Assistant Secretary

Also present were:

Bob Koncar	District Manager (via phone)
Mr. Clark	District Counsel (via phone)
David Hamstra	District Engineer
Gabe Mena	Assistant District Manager
Brett Perez	Field Director
Representative	Servello
Representative	Florida Water Features

Following is a summary of the discussions and actions taken at the October 7, 2021, Vista Lakes Community Development District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Sebestyen called the meeting to order. A quorum was established.

SECOND ORDER OF BUSINESS

Public Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Administrative Items

A. Resolution 2022-01, Designation of Officers

On MOTION by, Mr. DeCrotie seconded by Ms. Daly, with all in favor by roll call vote, Resolution 2022-01, Designating Gabriel Mena as Secretary, was adopted. 4/0

B. Consideration of the Minutes of the August 5, 2021 Board of Supervisors' Meeting

On MOTION by, Ms. Daly seconded by Mr. DeCrotie, with all in favor by roll call vote, as amended, the Minutes of the August 5, 2021 meeting were approved. 4/0

C. Consideration of July and August 2021 Check Register and Invoices

On MOTION by, Ms. Daly seconded by Mr. Simmons, with all in favor by roll call vote, the August 2021 Check Register and Invoices were approved. 4/0

D. Consideration of August 2021 Financial Statements

On MOTION by, Ms. Daly seconded by Mr. Sebestyen, with all in favor by roll call vote, the August 2021 Financial Statements were approved. 4/0

FOURTH ORDER OF BUSINESS

Staff Reports

A. District Engineer

- Mr. Hamstra provided an update on irrigation meter applications. While there is a meter marked on the plans, the physical meter does not exist.
- Installation of 25-foot light poles – The City of Orlando does not allow light poles taller than 15-foot. Mr. Hamstra and Mr. Perez are working to change to 15-foot poles. Mr. Perez is to replace the two 25-foot poles with 15-foot poles for no additional cost.
- Mr. Hamstra raised the need for a not-to-exceed amount for the cost of surveys, to establish property lines prior to acting or removing anything.

On MOTION by, Ms. Daly seconded by Mr. Sebestyen, with all in favor by roll call vote, a \$2,500.00 not-to-exceed amount for the survey of both properties (6587 Lake Pembroke Place and 8768 Warwick Shore) was approved. 4/0

- Both properties have been sent a letter from District Counsel, with no response. A

discussion was had about future responsibility of maintenance of these encroachment areas.

- Mr. Hamstra provided an update on the proposals provided for this, covering cost and scope. Mr. Mena advised that Inframark should receive another proposal on this shortly, and the board decided in the name of fairness, wait until receiving further proposals and investigate alternatives.
- A discussion ensued regarding the monument wall. Ms. Daly suggested this item be tabled and Inframark obtain additional bids at a reduced scope, with visual, to bring back before the Board.

On MOTION by, Ms. Daly seconded by Mr. Simmons, with all in favor by roll call vote, the monument wall was tabled until the next meeting, in fairness of competition and a smaller scope, was approved. 4/0

- Riverwalk discussion: Mr. Hamstra briefed the board on the status of Riverwalk, stating they are making progress and will keep an eye of their development to assure nothing egregious occurs against Vista Lakes
- Mr. Hamstra provided an update on the Amhurst storm system trying to distinguish that maintenance of the different components lies with both parties
- Some discussion was had around the option of moving to solar power with Duke Energy. Mr. Simmons stated the city advised the HOA would have to replace the bulbs to LED.
 - Inframark is to work with Mr. Hamstra to find out the cost of solar with Duke and get with Mr. Clark regarding agreement
 - Inframark is to see if it is possible to extend the current lighting agreement and have Duke Energy replace the fixtures.
- Fiscal Year 2021/2022 District Engineer Services

On MOTION by, Ms. Daly seconded by Mr. Sebestyen, with all in favor by roll call vote, rewarding Pegasus Engineering another year of service as District Engineer, was approved. 4/0

Let the record reflect Ms. Edwards joined the meeting.

B. District Counsel

- Items were previously covered.

C. Field Management

- Wetlands cutback: some discussion was had. Specifically, regarding adding a maintenance program with Servello into the contract. Mr. Perez suggested Servello bring a proposal of completed work so the district can “catch up” and reassess the timeline. Servello stated the cutbacks would be scheduled for Nov/Dec, which the board feels will be too late. It was decided there would be two cuts for the year, once in May/June dependent on need, and another late fall/early winter.

On MOTION by, Ms. Daly seconded by Mr. DeCrotie, with all in favor by roll call vote, a not-to-exceed amount of \$10,000.00 for the annual cut back of the previously cut wetlands at Odyssey Middle School, Chickasaw Road, and Passaic Pkwy to Lee Vista where there is walking encroachment, and delegating to management staff to approve on a time and material basis, was approved. 5/0

- Inframark Field to work with Mr. Mena and Mr. Clark on an addendum to Servello contract to cover this item.
 - Mr. Hamstra must track before and after for any work done to wetlands.
- i. Field Inspection Report/Solitude Report
- Item #1: sod rut damage caused by AT&T. AT&T was to either repair or pay for repair.
 - It was noted here that the Board feels Inframark has been unresponsive on recovering costs for damages.
 - It was noted here that Servello should complete emergency work without Board approval per the allotted monthly allowance.
 - Mr. Mena will contact the Traffic Department about the “stuck” traffic light at 6:00 a.m. at Narcoossee and Lee Vista intersection.
 - Item #25: mailbox kiosk damage. Mr. Brown (HOA) contributed some information on this topic, Mr. Hamstra and Mr. Clark had some discussion on ownership of this damage. Management staff/field are to verify the ownership.
 - Item #9: A representative from Florida Water Features spoke to the Avon fountain staining. It was explained it is a pH issue due to the residual chlorine mixing with

the water. Mr. Perez brought up the issue of the overflow pipe that may impact mowing operations so Florida Water Features to see if we can either extend this pipe to a different area or re-direct it in general.

- Two more proposals from Field for the installation of a metal bench and for repair or replacement of twelve sidewalk panels.

On MOTION by, Ms. Daly seconded by Mr. DeCrotie, with all in favor by roll call vote, the metal bench installation for \$1,199.00 and the repair or replacement of twelve sidewalk panels, with a not-to-exceed amount of \$7,562.00, was approved. 5/0

- Item 45: find a suitable replacement for these trees that will succeed in this area and find a new location to relocate the trees to be removed
- Item 17: Mr. Hamstra is to investigate if this asphalt needs to be replaced
 - a. Servello Proposals #5950, #5951, #5953, #5954
 - Proposals #5950, #5951, #5953 all fall under the monthly allowance for Servello and will be done without approval in this meeting.
 - Proposal #5954, the removal of two trees.

On MOTION by, Ms. Daly seconded by Mr. Sebestyen, with all in favor by roll call vote, approving a not-to-exceed amount of \$5,200.00 for the removal of two trees and the replacements and adding a Magnolia Tree, was approved. 5/0

- Item #21, Paddle boat: Inframark to send a letter to this address informing them to remove the boat and if it returns, it will be escalated to legal and the incurred legal fees and administrative fees of \$250.00 will be passed through to the resident.

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

- Mr. Perez covered the decreased price in switching the 25 ft lights to 15 ft lights.

On MOTION by, Ms. Daly seconded by Mr. DeCrotie, with all in favor by roll call vote, revising the original proposal for a savings of \$6589.00, was approved. 4/0

October 7, 2021 Meeting

Vista Lakes CDD

On MOTION by, Mr. Sebestyen seconded by Ms. Daly, with all in favor by roll call vote the Board convening the meeting of the Audit Committee, was approved. 4/0

On MOTION by, Mr. DeCrotie seconded by Mr. Simmons, with all in favor by roll call vote the audit proposed notice and criteria, was approved. 4/0

On MOTION by, Mr. Sebestyen seconded by Ms. Daly, with all in favor by roll call vote the Board adjourned the audit committee meeting and resume to any business for the normal Board of Supervisors, was approved. 4/0

SIXTH ORDER OF BUSINESS

Supervisor Requests

- Mr. Mena addressed the two not-to-exceed proposals provided by Servello to remove the plant life for the two encroachment properties discussed earlier, so the work can be completed before the December meeting.

On MOTION by, Mr. DeCrotie seconded by Ms. Daly, with all in favor by roll call vote the Servello proposals #5989 and #5997, with a not-to-exceed amount of \$3,500.00 each, was approved. 4/0

The motion was changed.

On MOTION by, Mr. DeCrotie seconded by Ms. Daly, with all in favor by roll call vote the Servello proposals #5989 and #5997, with a not-to-exceed amount of \$7000.00 total, was approved. 4/0

SEVENTH ORDER OF BUSINESS

Adjournment

There being no further business, the meeting was adjourned.



 Gabriel Mena
 Secretary



 Frank Sebestyen
 Chairman