

**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, June 2, 2022, 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
Carla Daly	Assistant Secretary
John DeCrotie, Sr.	Assistant Secretary
Aaron Simmons	Assistant Secretary

Also present were:

Gabriel Mena	District Manager
Scott Clark	District Counsel
David Hamstra	District Engineer
Brett Perez	Field Director
Bert Smith	Sitex Aquatics

Audience

The following is a summary of the discussions and actions taken at the June 2, 2022, Vista Lakes Community Development District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Sebestyen called the meeting to order at 9:00 a.m., and a quorum was established.

SECOND ORDER OF BUSINESS

Public Comments

Ms. Daly brought a resident comment to the meeting asking about the bushes behind Publix. Mr. Brendan O'Brien, living at 5619 Florence Harbor Drive has erosion adjacent to his property, but on CDD property. Mr. Hamstra briefed the Board on an erosion issue that they also addressed last year, when Mr. Clark suggested this was not CDD responsibility, and his concern of spending public money on private property. The erosion has gotten worse since the initial decision of the Board to not fix the issue at CDD expense.

Mr. Hamstra requested the Board consider fixing the slope on CDD property beside Mr. O'Brien's yard by grading, sodding, and stabilizing the ground with Mr. O'Brien fixing the

drainage on his home to be underground and empty into the wooded area, to prevent further erosion. Mr. O'Brien also stated this sloped area has become a safety hazard for the grass mowing crew, so they are no longer mowing this area.

Mr. Sebestyen expressed he has concerns that setting this precedent will result in more requests for the CDD to fund similar issues. Mr. Clark stated that with this causing a safety issue, and being on CDD property, this would differentiate repairs paid for by the CDD versus the repairs that would not be paid by the CDD.

On MOTION by, Ms. Daly seconded by Mr. DeCrotie with all in favor, unanimous approval was given to a not-to-exceed amount of \$2500.00 to repair the slope subject to homeowner agreeing to correct the drainage issue on his property, and that this fix will be limited to this one time and not including future repairs.

THIRD ORDER OF BUSINESS

Administrative Items

A. Consideration of the Minutes of the April 7, 2022 Board of Supervisors' Meeting

On MOTION by Ms. Edwards, seconded by Ms. Daly, with all in favor, unanimous approval was given to accept the minutes from April 7, 2022, as amended.

B. Consideration of Check Register and Invoices

There were no comments on the check register or invoices.

On MOTION by, Mr. Sebestyen seconded by Mr. DeCrotie, with all in favor, unanimous approval was given to the check register and invoices.

C. Acceptance of Financial Statements

There were no comments on the financial statements.

On MOTION by, Mr. Sebestyen seconded by Ms. Edwards, with all in favor, unanimous acceptance was given to the financial statements.

FOURTH ORDER OF BUSINESS

Discussion Items

There being no discussion items, the next order of business followed.

FIFTH ORDER OF BUSINESS**Staff Reports****A. District Counsel**

Mr. Clark introduced his son, Sam Clark, who will be at UCF this Fall and is looking into a career in law.

Between the last meeting and now, the resident at 5468 Florence Harbour Drive had dumped yard debris in our wetland. A letter was sent to correct, with a reply from the resident that they did not do the dumping. Later, the resident advised it was all removed and cleaned up. At this time, there is no further action to be taken.

Mr. Clark sent a letter that did not make it into the agenda, raising his hourly rate from \$285.00 to \$300.00.

On MOTION by, Mr. DeCrotie seconded by Ms. Edwards, with all in favor, unanimous approval was given to Mr. Clark's hourly rate increase to \$300.00.

B. District Engineer

Mr. Hamstra outlined House Bill 53, due June 30, 2022. Mr. Hamstra advised the intent behind this is due to lack of funding for future infrastructure planning. Mr. Hamstra presented the Pegasus Engineering proposal to conduct this work.

On MOTION by, Ms. Daly seconded by Mr. DeCrotie, with all in favor, unanimous approval was given to a not-to-exceed amount of \$6500.00 for the Pegasus Engineering proposal for the mandatory Stormwater Needs Analysis, House Bill 53.

Mr. Clark explained further the House Bill 53.

Lake Carlisle Boulevard

The road is sinking. Atlantic Pipe's report suggests the pipe under the road is in the best shape out of the three pipe segments. The two on the sides of the road are in terrible condition. Mr. Hamstra has asked Atlantic Pipe to review their report again.

Entrance Monument Structure

The vendor has agreed to the previous, original price, and has signed the agreement. He has been paid fifty percent to purchase supplies and has started work. The CDD needs to submit a permit for added signage, and the vendor will handle the building permit.

Encore Apartments

The owner/developer of the gas station, at Narcoossee and the B-line, claimed ownership of the vacant land and Vista Lake's pipe. Mr. Hamstra confirmed the land and pipe belong to the District. The Encore Apartments will be allowed to continue work.

It was told to Mr. Hamstra the owners of the vacant land are looking to reroute water through Vista Lake's water system in the future. Mr. Clark added, this is why, in 2013 the District adopted a stormwater rule. District has the right to control their system, despite the easement. District Counsel will get involved and advise the developer of this rule and assure compliance.

Florence Harbor

This item was covered under public comments.

Speed Bumps

Mr. Hamstra's colleague spoke with Ms. Kenny regarding the speed bumps. Ms. Kenny did mention the stop sign at Bristol Channel Way and Chickasaw, it is faded and cannot be read well. Pegasus Engineering will reach out to the City to replace this stop sign and is also asking Inframark to repaint the crosswalk and cross bar at this intersection, as well. There are many cars running the stop sign.

Mr. Hamstra will move forward with the speed tables, received HOA input as previously directed to do.

Ms. Kenny mentioned inlets that are covered up. She thanked the District for exposing some of them, but feels there are maybe others not exposed. Mr. Hamstra will check the maps to see if there are other inlets. A discussion ensued on Gentry Park and how it had been overlooked at one point.

Irrigation Meters

Mr. Hamstra is waiting on the proposals.

Encroachments

Mr. Hamstra has this on his list to look at.

Solar Lights

The District is waiting on the notice to proceed with this project installation. Ms. Daly asked Mr. Perez to check into a motion detector to keep it dark on the path unless someone is using it.

Conservation Easement Maintenance Plan

Mr. Hamstra brought suggested revisions to the invoices to document what work should be done. It won't so much change pricing, but it will show the District is complying and all will be documented.

Privacy Wall

This item has been paused due to budget concerns, but was previously approved.

Rumored Development North of I4

There has been nothing submitted to the City, yet.

Mr. Hamstra presented comments on Servello proposals to be considered by the Board.

Servello #6533, Wetlands 1 and 4: Replace turf with Bahia.

On MOTION by, Ms. Daly seconded by Mr. DeCrotie with all in favor, unanimous approval was given to the Servello proposal #6533 at \$5964.00.

Servello #6534, Wetland 7 Cleanup, Wetland 7, West of the Residents Club from Lee Vista Boulevard to Chickasaw Trails. This was tabled.

Servello #6535 and #6536, Wetland 7, Lee Vista Boulevard North and South

On MOTION by, Ms. Daly seconded by Ms. Edwards with all in favor, unanimous approval was given to the Servello #6535 \$2800.00 and #6536 \$3000.00 proposals.

Servello, #6453 Westland 24, Pembroke Subdivision, Trim Back on encroaching easement items. This proposal was tabled.

A discussion ensued on ponds and overgrowth. Mr. Hamstra advised that Brazilian Pepper plants need to be entirely removed.

Servello, #6455, Trim back at Vista Park Lift Station.

On MOTION by, Ms. Daly seconded by Mr. DeCrotie with all in favor, unanimous approval was given to the Servello proposal #6455 at \$21,240.00

C. Field Management**i. Discussion and Consideration of Proposals for Pond 8 Aerators-Fountains**

Mr. Blanco presented the Sitex proposals to the Board for the aerators-fountains.

On MOTION by, Ms. Daly seconded by Ms. Edwards with all in favor, unanimous approval was given to the Sitex adjusted proposal for \$5700.00.

Ms. Daly asked that all aeration-fountain proposals be tabled until the Board has more details and wants to revisit the topic.

ii. Field Inspection Report/Solitude Report

Item #5 of the field inspection report, pressure washing three tower roofs.

On MOTION by, Ms. Daly seconded by Mr. Simmons, with all in favor, unanimous approval was given to pressure wash three tower roofs, at a not-to-exceed amount of \$2500.00.

Mr. Blanco reported he had a meeting with Ms. Kenny, from Gentry Park, who has concerns with pressure washing, as well as the need for no-parking signs. The Gentry Park sign has been destroyed in the past, and the CDD should consider replacing it. Inframark will get bids on this sign replacement.

Mr. Blanco reviewed item #21 of the field inspection report, complaints about mailboxes. Staff will pressure wash the CDD mailboxes.

Item #70 of the field inspection report was reviewed. There are dead annuals due to various reasons, irrigation, and soil. Mr. Sebestyen spoke to information in the contract, and said Servello is responsible to replace failed plantings.

Tree care and pruning is in the Servello contract, so why are there so many additional proposals for this if it is in the contract? Servello advised this is strictly vehicle and pedestrian clearance pruning in the contract.

On MOTION by, Ms. Daly seconded by Ms. Edwards, with all in favor, unanimous approval was given to Servello proposal #6778 at \$1680.00 to re-soil annual areas before June installation with confirmation of irrigation has been repaired.

A discussion ensued on irrigation. There are permitting issues for new irrigation work.

The City replaced four different sidewalk panels.

Servello Hurricane Authorization was discussed. Mr. Clark stated he will review the contract for pruning and the hurricane work. The contract does state Servello is

required to provide a paper trail if requested. A request was made for Servello to provide a full paper trail for Vista Lakes for the next meeting.

On MOTION by, Ms. Daly seconded by Mr. Simmons, with all in favor, unanimous approval was given to Mr. Sebestyen, Chairman, to enter into an agreement with Servello for hurricane authorization, contingent on whether this does not fall under the current contract.

iii. Servello

a. Irrigation Report

b. Proposals

Servello #6452 – This proposal was already approved at a previous time.

Servello #6670, #6671, and #6699 – Gentry Park

On MOTION by, Ms. Daly seconded by Ms. Edwards, with all in favor, unanimous approval was given to Servello proposals #6670 \$4478.00, #6671 \$290.00, and #6699.

iii. #6780, \$1222.12 - Gentry Park Planting and Drainage Repairs

On MOTION by, Mr. Sebestyen seconded by Ms. Daly, with all in favor, unanimous approval was given to Servello proposal #6780 at \$1222.12.

Additional concerns for field report:

Item #16, Pressure washing, not completed.

Item #19, Banana trees planted on CDD property.

Inframark has been asked to contact the homeowner to remove the trees before the CDD gets involved.

Item #24, Broken Light Pole

This will be repaired by the HOA.

Item #26, Removal of tree under proposal #6561

On MOTION by, Ms. Daly seconded by Mr. Simmons, with all in favor, unanimous approval was given to Servello proposal #6561 at \$650.00 to remove a tree on Vista Park Boulevard.

Item #30, Car accident damaged plantings being replaced.

This item was approved and Servello will recheck.

Item #39, Resident throwing dog bags over the fence.

A letter will be sent to the three houses in this area.

Item #46, Debris not being removed from CDD property.

Item #47, Toilet on CDD property.

A discussion ensued on items Inframark should handle versus what the

Board should be involved in. A letter will be sent to the homeowner.

Item #49, Status of cracked brick wall.

Why are there roots still there? Why isn't there a proposal for this brick wall repair yet?

Item #53, Problem with lights.

Does not need to be reported, just fix.

Item #64-#65, Overflowing Avon fountain.

Previously requested to find a new vendor. Florida Water Features repaired.

Item #66 was already completed.

Ms. Daly inquired on the algae and Hydrilla in Pond 8. A discussion ensued with Mr. Smith from Sitex. Mr. Smith suggested a fluoridone treatment.

On MOTION by, Ms. Daly seconded by Ms. Edwards, with four in favor, Mr. DeCrotie was away from the meeting, approval was given to Servello proposal of \$26,124.00 for fluoridone treatment to Pond 8.

Item #73 and #74, Mulch

Proposal #6553, mulch to be applied after annual plant installation in June.

On MOTION by, Ms. Daly seconded by Mr. Sebestyen, with all in favor, unanimous approval was given to Servello proposal of #6553 at \$30,000.00 for mulch after the annual plant install.

iv. HOA Liaison Report

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

D. District Manager

i. Number of Registered Voters – 4,206

Mr. Mena announced the number of registered voters in the District of 4,206.

The Board went back to consider Mr. Hamstra's proposals from Servello. This was continued under the District Engineer's Report above.

ii. Review of 2022 Operations and Maintenance Assessment Methodology

Mr. Clark spoke to this methodology update and advised the Board if they want to approve this, they will adopt this methodology and direct management to incorporate it into the final budget being approved.

Mr. Clark walked through and explained the process behind the report, and the assessment table, speaking to the variances present in both residential and commercial. Mr. Clark also noted the report is thorough and fleshed out greatly, to the point, it should be able to stand up in court.

A discussion ensued with opinions of different Board members.

On MOTION by, Mr. Sebestyen seconded by Mr. Simmons, with all in favor, unanimous approval was given to adopt new assessment methodology and direct staff to utilize this methodology to modify the budget.

Mr. Simmons had comments, asking if an assessment methodology report has never been done for the District before this year. Mr. Mena answered no. Mr. Simmons voiced concern regarding the amount of increase that will ultimately be applied to each neighborhood.

SIXTH ORDER OF BUSINESS

New Business

A. Presentation of the Fiscal Year 2023 Proposed Budget

Mr. Mena stated all line items of the budget can be increased for decreased.

Mr. Mena stated it is coming down to an eight percent increase for the budget.

Mr. Mena asked if Board member have any changes to be made.

Mr. Mena went through a few of the line items that had been adjusted.

Mr. Mena stated that the Engineering line item has been overspent the last three years, therefore, the amount is set at \$50,000.

Common area was increased to \$15,000

R&M fountain line item was left the same.

Tree Trimming line item has been adjusted.

Plant and tree replacement line item is at 139%.

Reserve line is up 52%.

Mr. Mena gave the Board a choice to go line by line on the budget to discuss or discuss the lines that have been changed from last year.

Mr. Mena asked if the Board would like to increase each vendor item by five percent in anticipation of increases. A discussion ensued.

A discussion ensued on insurance and raising this line item in the budget to anticipate rate increases.

Ms. Edwards inquired about the website ADA requirement. Mr. Mena advised against lowering it.

Ms. Daly expressed her concern that vendors will be increasing across the board.

Mr. Clark went through a list of projects that are in the process, to show what reserve fund may need to be considered.

The reserves line item will be changed to \$100,000, after Board discussion.

Mr. Simmons inquired on Holiday lighting. Ms. Daly suggested leaving the line item as is.

Mr. DeCrotie inquired about the legal services line item. Mr. Mena explained since Mr. Clark's fees have gone up 5%, and with two change orders over the 2022 fiscal year, the line item total should cover everything

A discussion ensued on increasing mulch to \$45,000. A possible second application in certain areas during the year was discussed.

Mr. Sebestyen asked about the landscaping line item. A discussion ensued on landscaping.

Mr. Sebestyen asked what percentage of increase should residents be seeing this coming year. There was a discussion on percentages between 4% and 8%.

Ms. Daly stated no matter what increase, the residents will complain. The Board is doing the best it can for the better of the whole community.

A discussion ensued on the comparisons of other communities versus Vista Lakes.

Mr. Sebestyen reiterated 8% would be the increase of the budget, Mr. Mena agreed.

Mr. Mena asked the Board about changing the original public hearing and the meeting to a date, at least a week out, from the original date of August 4, 2022. It was decided the meeting and public hearing to adopt the budget and assessments would be to August 11, 2022, with the time staying the same, 10:00 a.m.

i. Resolution 2022-06, Consideration of Fiscal Year 2023 Proposed Budget, and Setting the Public Hearing.

Mr. Mena asked the Board about changing the original public hearing and the meeting to a date, at least a week out, from the original date of August 4, 2022. It was decided the meeting and public hearing to adopt the budget and assessments would be to August 11, 2022, with the time staying the same, 10:00 a.m.

Mr. Mena Resolution 2022-06 into the record by title.

Mr. Mena reminded the Board this would approve the proposed budget with changes that were made with an increase to the insurance, miscellaneous, Sitex, Servello, legal, and mulch, setting an 8% increase as the assessments and the rest being paid from the fund balance.

On MOTION by Ms. Edwards, seconded by Ms. Daly, with all in favor, unanimous approval was given to the fiscal year 2023 budget with discussed changes and directing Inframark staff to incorporate the newly adopted methodology.

SEVENTH ORDER OF BUSINESS

Supervisor Requests


Mr. Sebestyen reminded everyone that the election is coming up, June 13, at noon until June 17, ending at noon. Ms. Daly reminded the Board to run for your own seat number that you currently hold. Mr. Mena reminded the Board members what seats they are currently in.

EIGHTH ORDER OF BUSINESS

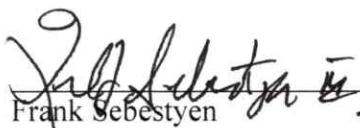
Adjournment

There being no further business,

On MOTION by, Ms. Daly seconded by Mr. DeCrotie, the meeting was adjourned at approximately 2:18 p.m.



Gabriel Mena
Secretary



Frank Sebestyen
Chairman