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**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 6, 2023, at 9:00 a.m. at the Vista Lakes Clubhouse, 8841 Lee Vista Boulevard, Orlando, Florida 32829.

**Present and constituting a quorum were:**

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|---------------------------------|---------------------|
| Frank Sebestyen                 | Chairman            |
| Paula Edwards                   | Vice Chairman       |
| Carla Daly                      | Assistant Secretary |
| Aaron Simmons <i>(by phone)</i> | Assistant Secretary |

**Also participating were:**

- |                                     |                     |
|-------------------------------------|---------------------|
| Gabriel Mena                        | District Manager    |
| Scott Clark                         | District Counsel    |
| David Hamstra                       | District Engineer   |
| Brett Perez                         | Area Field Director |
| Freddy Blanco                       | Field Manager       |
| Scottie Feliciano                   | Servello & Sons     |
| Residents and Members of the Public |                     |

**FIRST ORDER OF BUSINESS**                      **Call to Order and Roll Call**

Mr. Sebestyen called the meeting to order at 9:00 a.m.  
Mr. Sebestyen called the roll and indicated a quorum was present for the meeting.

**SECOND ORDER OF BUSINESS**                      **Public Comment Period**

Mr. Juns questioned where the automated speed limit signs on Lee Vista and where did they come from. Ms. Daly stated it was the City of Orlando’s traffic engineer. Mr. Juns stated he sent a letter regarding a sign South of Covington Cove where there had been an accident. He also stated South of Vista there is a speed limit sign of 45mph and would like to have this reduced to 35mph. Ms. Daly stated that she tried to get the speed lowered to 35mph. She stated the traffic engineers would not reduce it based on their traffic study. Ms. Daly stated it is out of the Districts hand because it is maintained by the City of Orlando. Mr. Mena stated he will take Mr. Juns emails and pass out to the Board.

Mr. Pass raised concerns about the dead palm tree at the entrance. Mr. Feliciano advised the tree had a disease and the soil was infected. He stated once the palm tree is removed, he can’t test the soil. Ms. Daly stated she would like to be notified when the testing is done. Mr. Pass stated there are other trees with dead limbs hanging also that have not been cleaned up.

41 Mr. Pass stated that the fountain/aerator systems are not always working. Mr. Mena  
42 stated all the equipment has been replaced. Mr. Smith stated that all new equipment was  
43 installed. He stated pond 6 is waiting for the repair team to look at it. He stated that the  
44 pond behind the clubhouse the fountain is good, but the panel will need be repaired and  
45 currently working on a bid. Ms. Daly stated she believed approvals were made at a  
46 previous meeting for the fountain/aerators systems. Mr. Smith stated this one was not part  
47 of the proposal. Ms. Daly stated this has been going on for a year, it is unacceptable and  
48 wants a deadline date. She stated that the board needs to be looked at and asked if they  
49 should be raised. Mr. Smith stated that they can be raised and that would help with the  
50 flooding issue. Mr. Sebestyen stated that they should all be looked at. Mr. Smith stated he  
51 will have an update in two weeks. Mr. Smith stated that pond 10 aeration system was  
52 repaired. Mr. Simmons asked if this was the same fountain that continues to trip the  
53 timer. Bert stated that it tests fine, but it is still causing a trip issue. He stated that it  
54 looked like someone had taken one of the screws off the timer.

55 Ms. Daly stated that we need an answer regarding why pond 10 is not working.

56 Mr. Juns stated that the lights in the District, the base plates are missing or corroded  
57 with open electric. Ms. Daly stated the City of Orlando will need to be contacted. Mr.  
58 Juns stated that the lights are not working properly and believes they need to be replaced.  
59 Ms. Daly stated she will need to know the location of the lights, so she can find out who  
60 is responsible. Mr. Sebestyen stated Duke Energy is responsible for the lighting. Ms.  
61 Daly stated it could also be the City of Orlando. Mr. Simmons stated that he reached out  
62 to Duke Energy regarding the lighting and was told that the HOA would need to reach  
63 out to Duke Energy to have them repaired. Mr. DeCrotie stated that each pole should  
64 have a contact number. Mr. Juns stated that if the lighting was changed to LED it would  
65 save money on electricity bills. Mr. Simmons stated he was told by Duke Energy that the  
66 whole fixture would need to be replaced not just the bulbs.

67 Mr. Rice stated that he had significant hurricane damage. He stated there is an  
68 uncertainty of whether everything was done that could have been done regarding the  
69 damages from the hurricane and infrastructure. Mr. Sebestyen stated that a lot of  
70 communities are receiving money for District infrastructure.

71 Mr. Hamstra stated that surveying will start this week. He stated they will be  
72 surveying the entire community, specifically homes that were flooded. Atlantic Pipe  
73 Services will be inspecting pipes to be sure that they are not compromised or blockage.

74 Mr. Hamstra stated that the Environmental Department Management advised that the  
75 District could opt into the funding program but will have to agree to adopt the County  
76 flood ordinance, mitigation strategy. He stated that the State is willing to approve as long  
77 as the District adopts the mitigation strategy. Mr. Sebestyen stated that the state has a lot  
78 of questions. Mr. Hamstra stated that it is a lengthy process, and sometimes its not worth  
79 the wait. He stated nothing can be touched until the agreement is adopted or will risk  
80 losing the grant.

81 Discussion ensued regarding overflow trenches, flooding, ponds, and Saint John's  
82 Water Management District. Mr. Hamstra stated he can make the lake deeper but will not  
83 do anything for flood protection. Mr. Mena stated there will be a meeting at the end of  
84 this month with the City of Orlando regarding the flooding. Mr. Hamstra stated the  
85 assessments will be about \$250 and although the residents that had damages during the  
86 hurricane may be okay with this, some residents who did not have any damages might not  
87 be happy with the assessment.

88 Mr. DeCrotie whether Saint John's Water Management would allow to open flood  
89 gates two weeks prior. Mr. Hamstra stated they do not allow this. Mr. DeCrotie stated  
90 that if another hurricane occurs what is the process. Mr. Hamstra stated that pumps will  
91 be brought out and start that process. Mr. DeCrotie asked if there is any kind of  
92 measuring stick for the water levels. Mr. Hamstra stated that yes there is a measuring  
93 device.

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95 **THIRD ORDER OF BUSINESS** **Administrative Items**

96 **A. Acceptance of the Minutes of the February 2, 2023, Meeting**

97 The minutes are included in the agenda package and available for public review in the  
98 local records office or the District Office during normal business hours.

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On MOTION by Ms. Edwards, seconded by Ms. Daly, with 101 all in favor, unanimous approval was given to accept the 102 minutes of the February 2, 2023, meeting.
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104 **B. Approval of Check Register and Invoices**

105 The check register and invoice summary are contained in the agenda package and  
106 available for public review in the local records office or the District Office during  
107 normal business hours.

108 Mr. Sebestyen asked why only one month check register is given on a bi-monthly  
109 meeting. Mr. Mena stated that they are done monthly.

110 Ms. Daly stated that the payment for the irrigation work was paid, but when is a  
111 follow up given.

112 Ms. Daly asked who is following up when a car accident occurs. A discussion  
113 ensued regarding the process of following up with insurance companies and coverage.

114 Mr. Mena stated he has been in contact with the insurance company.

115 Mr. Simmons raised concerns with the two trees that were hit on Avon, he stated if  
116 we had a meeting how long is the process to have the trees removed. Mr. Feliciano  
117 stated they are there now working on the trees. A discussion ensued regarding the fees  
118 of the repair and installation of the trees.

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

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124 **C. Approval of Financial Statements**

125 The financial statements are contained in the agenda package and available for  
126 public review in the local records office or the District Office during normal business  
127 hours.

128 Ms. Edwards had a question regarding the general fund interest investment. Mr.  
129 Sebestyen stated that some things had been moved around. Mr. Mena stated that  
130 \$500,000 was moved and \$250,000 was staggered twice.

131 Ms. Edwards had questions regarding the landscape services and any if FEMA  
132 covers the plants and trees. She also asked questions regarding the tree trimming and  
133 when is it done because there are a few tree branches hanging low. Mr. Feliciano stated  
134 that they are raised to 8 ft and are working on the issue.

135 Mr. Simmons asked how we avoid letting the tree sit for two weeks although it is  
136 being done now. Mr. Feliciano stated it is a scheduling issue. Mr. Simmons stated why  
137 couldn't we hire another company if Servello is behind so that this issue does not  
138 happen again. Mr. Feliciano stated that could be done. Mr. Sebestyen stated is there a  
139 way to prioritize. Mr. Feliciano provided explanation on their process and will handle  
140 the tree falling in a timelier manner.

141 Mr. Sebestyen stated that we are running hot on expenditures.

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On MOTION by Ms. Edwards, seconded by Ms. Daly, with all in favor, unanimous approval was given to accept the financial statements.

**FOURTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

Mr. Clark provided an update regarding increasing the agreement for streetlights. He stated it is currently at \$50,000 and would like to have it increased and awaiting a response from the City of Orlando and is ongoing.

Mr. Clark stated he has been contacting the City of Orlando attorney office regarding the Gentry speed bump issue. He stated that the city attorney has promised him since January to get an answer to him and to this day has not received a response. Mr. Clark stated that in other Districts a letter has been sent detailing the work to be done and asks the City if they object to it.

Mr. Simmons left the meeting at 10:18.

Ms. Daly stated that she knows of someone who has done this and was made to remove of the work. Her concern is if the work is done it will have to be removed. Mr. Clark asked the Board if they would like him to take a more aggressive approach. Mr. Sebestyen suggested that Mr. Clark contact Mr. Gray.

Mr. Clark stated that the property located at 8664 Warwick, a letter was sent to the Resident regarding the vegetation on the Districts property. He stated he has sent a follow-up letter and asked for the Boards direction. Ms. Daly stated that someone meeting with the field manager and go look at what needs to be replaced. She stated would like to take a friendly approach in the beginning. If the issue is not resolved, then escalate too legal. Mr. Sebestyen stated that there is a procedure in place and needs to be followed. Mr. Mena stated the reason Mr. Clark has sent a letter is because this has been going on for a year now.

Mr. Mena stated this matter should be escalated based on how long this has been going on.

Ms. Daly and Mr. Sebestyen both stated that the first letter addressing any issues within the District should be coming from Inframark. Mr. Sebestyen stated that the Resident thought they had complied with the first letter from Inframark. Mr. Sebestyen suggested to move forward with the survey. Mr. Feliciano asked what the difference between what Inframark sends a letter for and at what point does it escalate to Mr. Clark first. A discussion ensued regarding notifying Saint John's Water Management District.

178 Mr. Clark stated if they are notified the District might be charged the fine and would  
179 suggest rectifying first. Mr. Sebestyen stated if there is an issue with a conservation  
180 encroachment to send a letter to the Resident and Saint Johns Water Management  
181 District. Ms. Edwards asked who pays for the survey. Mr. Mena stated the District pays  
182 for it. Mr. Sebestyen asked if the Resident is in violation who does the District have to  
183 pay for it.

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On MOTION by Mr. Sebestyen, seconded by Ms. Edwards, with all in favor, unanimous approval was given to authorize a survey at the property located at 8864 Warwick in an amount of \$2,000, contingent on Engineer's recommendation if necessary.

191 **B. District Engineer**

192 Mr. Hamstra provided a report to the Board on updates. He stated that the  
193 encroachment in Avon, the survey has been completed and plans submitted to Saint  
194 John's Water Management District and current costs are at \$14,000 for the three  
195 properties. Mr. Simmons asked if a full report was available. He stated that back in  
196 November that the plan was to restore and replant and now there is a whole plan to redo  
197 everything and why is this happening. Mr. Hamstra stated there are invasive plants and is  
198 the reasoning why it has changed. A discussion ensued regarding invasive plants in the  
199 conservation area and Saint John's Water Management District requirements.

200 Mr. Hamstra stated it is the District's responsibility is to maintain the conservation  
201 areas and to make sure there is no encroachment.

202 Mr. Hamstra stated what will be done for the removal of the gazebo and may need  
203 Mr. Clark to provide a letter. Mr. Clark stated he will provide a letter attaching a survey  
204 asking the property owner to relocate the gazebo.

205 Mr. Hamstra stated a contractor has been selected for the Gentry Park monument. Mr.  
206 Mena stated they have started this week and has a completion date of Monday and almost  
207 completed.

208 Mr. Hamstra stated we are not going to reconstruct Vista Lake Trail. Currently there  
209 is no update and no responses on any bids.

210 Mr. Hamstra stated that there are issues with the discharge plan for the Narcoossee  
211 Multifamily and will advise they must revise.

212 Mr. Hamstra provided an update on insurance coverage.

213 Mr. Hamstra stated that the Chickasaw entrance monument sign, the permit has been  
214 submitted to the City of Orlando and still in process.

215 Mr. Hamstra provided an update on survey for the houses that flooded. He stated the  
216 surveyors will be out there for the next 5 days. He stated he is working on federal  
217 funding.

218 Mr. Hamstra stated he is working with the City of Orlando to obtain plan approvals  
219 and permits for Pembroke privacy wall.

220 Mr. Simmons asked about the signs that were fading.

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## 222 **C. Field Management**

### 223 **i. Field Report**

224 The field report is contained in the agenda package and available for public review in  
225 the local records office or the District Office during normal business hours.

226 Ms. Edwards stated that the plant near Warwick monument #52, nothing has been  
227 able to survive. She stated that it was supposed to be looked into and is an ongoing issue  
228 and believes the irrigation is the issue. Ms. Edwards asked how Servello will be  
229 addressing the issues. Mr. Feliciano stated last meeting he provided a field report  
230 addressing each item.

231 Ms. Daly stated she is concerned with the storm drain because it backs up to  
232 Pembroke where flooding occurred. Mr. Feliciano stated it should be edged during  
233 weekly service. Ms. Daly stated there are roots growing and it cannot drain. A discussion  
234 ensued regarding roots and the storm drains. Ms. Daly asked if each of the storm drains  
235 can be inspected before the next meeting. Mr. Sebestyen asked how many drains are in  
236 the District. Mr. Hamstra stated there are hundreds although not all of them belong to the  
237 District.

238 Ms. Edwards asked if the trees will be maintained.

239 Ms. Daly asked questions regarding the irrigation in three areas. Mr. Perez stated that  
240 the irrigation has been put in but are having issues with the meters being locked. Mr.  
241 Mena stated he has reached out to Orange County three times to get them unlocked. Ms.  
242 Daly stated that this has been going on for three months. Mr. Mena stated a lock off was  
243 submitted to Orange County. A discussion ensued regarding permits for the meters and  
244 addresses. It was stated that the County could not verify the addresses. Ms. Daly asked if  
245 legal needed to be involved. Mr. Mena stated there has been progress but no completion.

246 Mr. Simmons arrived in person at the meeting at 11:06 a.m.

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**ii. Servello**

Mr. Carlisle stated that there have been issues with vehicles damaging the sod and leaving tire marks. Ms. Daly stated there is still tire marks at one of the islands and has still not been repaired. She stated that her concern is that it is not getting repaired quick enough. A discussion ensued regarding the sod on the islands and repair.

Mr. Feliciano stated that to replace two palm trees from an accident is \$9,710.

On MOTION by Ms. Daly, seconded by Ms. Edwards, with all in favor, unanimous approval was given to authorize a not to exceed in the amount of \$10,000 to replace two palm trees from a recent car accident.

Mr. Simmons returned to the meeting at 10:56 a.m.

**a. Servello #7612 for Irrigation Maintenance**

**b. Servello #7654 for Fill in Damage Turf**

On MOTION by Ms. Daly, seconded by Mr. Sebestyen, with all in favor, unanimous approval was given to approve both proposal #7612 for irrigation work and #7654 for fill in damage turf for a total of \$5,379.68.

**iii. Sitex Report**

**a. Ratification of Fountain/Aerator Repair Agreement**

Mr. Mena stated that pond 6 both the fountain and aerator are on one panel and will need to be separate to comply with code.

On MOTION by Mr. Sebestyen, seconded by Ms. Daly, with all in favor, unanimous approval was given to ratify the fountain/aerator agreement.

**iv. HOA Liaison Report**

Ms. Daly asked if we could get some signs near the lake regarding information on alligators. She stated it is concerning because there is a large alligator in the lake and there are two kids that go and torment the alligator. A discussion ensued regarding the alligator and statutes for signage to post at the lake. Mr. Simmons asked if law enforcement could be contacted. Ms. Daly stated they were told it was not their jurisdiction. Mr. Clark stated that if they are tormenting the alligators, and it is against statute.



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288 **D. District Manager**

289 Mr. Mena stated there will be a meeting with the City Commissioner on April 26 at 4  
290 p.m. and would the Board like to set a special meeting so that they can attend. Ms. Daly  
291 stated if we do this it will open it up to the public and would not recommend.

292 Mr. Mena provided an update on the insurance for walls and fences.

293 Mr. Mena stated the Federal Emergency Management Agency (FEMA) will be out  
294 the next two weeks.

295 Ms. Daly stated there are entry signs are faded and chipped and need to be  
296 refurbished. Mr. Perez stated that the proposal was not ready and can provide it to the  
297 Board for any feedback or adjustments. A discussion ensued regarding the signs,

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299 **FIFTH ORDER OF BUSINESS** **New Business**

300 There being none the next order of business followed.

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302 **SIXTH ORDER OF BUSINESS** **Supervisor's Request**

303 There being none the next order of business followed.

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305 **SEVENTH ORDER OF BUSINESS** **Adjournment**

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307 The meeting adjourned at 12:06 p.m.

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Gabriel Mena, Secretary

  
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Frank Sebestyen, Chairman