

**VISTA LAKE COMMUNITY  
DEVELOPMENT DISTRICT**

**August 5, 2021**

**AGENDA PACKAGE**



210 N. UNIVERSITY DRIVE, SUITE 702  
CORAL SPRINGS, FLORIDA 33071



## 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, August 5, 2021 – 10:00 a.m.

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

- 1. Roll Call**
- 2. Public Comments**
- 3. Staff Reports**
  - A.** District Engineer
  - B.** District Counsel
  - C.** Field Management
    - i.** Field Management Report/Solitude Report
      - a.** Servello Irrigation Report
      - b.** Servello Proposals
      - c.** Pressure Washing Proposals
    - ii.** HOA Liaison Report
  - D.** District Manager
    - i.** Discussion of Fiscal Year 2022 Meeting Schedule
    - ii.** Ratification of Lighting Agreement
    - iii.** Ratification of Florida Water Features #4733
- 4. Business Items**
  - A.** Public Hearing of Fiscal Year 2022 Budget
    - i.** Consideration of Resolution 2021- 05, Adopting Fiscal Year 2022 Budget
  - B.** Public Hearing of Levying of Special Assessments
    - i.** Consideration of Resolution 2021-06, Levying of Special Assessments
  - C.** Consideration of Establishment of Audit Committee
- 5. Business Administration Items**
  - A.** Consideration of the Minutes of the June 3, 2021 Board of Supervisors' Meeting
  - B.** Consideration of May and June Check Register and Invoices
  - C.** Consideration of June 2021 Financial Statements
  - D.** Consideration of Resolution 2021-07, Designating Officers – Assistant Treasurer
- 6. Supervisor Requests**
- 7. Adjournment**

**NOTE:** The next meeting is scheduled for **Thursday, October 7, 2021 at 10:00 a.m.**



## **Third Order of Business**




**3A.**



## PROJECT MEMORANDUM

**To:** Vista Lakes Community Development District Board of Supervisors

**From:** David Hamstra, P.E., CFM   
District Engineer

**Date:** July 28, 2021

**Re:** Vista Lakes Community Development District

**Subject:** District Engineer Report #1

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The purpose of this project memorandum is to briefly describe current and upcoming assignments.

### **Pembroke Privacy Wall**

During the June 3, 2021, CDD meeting, Pegasus Engineering (David Hamstra) presented the approximate costs for three (3) varying fence materials (foam core stucco wall, wood stockade fence, and a white vinyl fence). The Board selected the white vinyl fence and approved the Pegasus proposal for design and permitting services (refer to Attachment "A"). On Friday, July 9, 2021, Pegasus issued a Notice to Proceed letter and Subconsultant Agreement to Southeastern Surveying and Mapping Corp. (SSMC) to initiate the supplemental survey services. On Saturday, July 24, 2021, SSMC performed the supplemental survey services. Upon receipt of the updated Survey Drawing, Pegasus shall prepare a Site Plan and submit the Building Permit Application to the City of Orlando.

### **Entrance Monument Structure**

During the April 1, 2021, CDD meeting, Pegasus Engineering (David Hamstra) presented the approximate costs to prepare and submit a Site Plan and Building Permit Application to the City of Orlando. Inframark Management Services (Angel Montagna) has coordinated with contractors to secure a conceptual cost estimate to construct a monument entrance structure like the Warrick entrance structure. Pegasus (David Hamstra) will present the total project costs to request direction from the CDD Board of Supervisors whether to move forward, or table the project (refer to Attachment "B").



### **River Walk Stormwater Peer Review**

On April 1, 2021, an Individual Conceptual Environmental Resource Permit (ERP) application was submitted by Pulte Home Company, LLC, and their consultant (Donald W. McIntosh Associates, inc.) to the St. Johns River Water Management District (SJRWMD) for the proposed Riverwalk project. On April 29, 2021, the SJRWMD issued a Request for Additional Information (RAI) letter to Pulte Home Company which contained 24 comments (Application No. 168247-1). During the June 1, 2021, CDD meeting, Pegasus (David Hamstra) was instructed to perform a Peer Review of the submitted construction plans, master stormwater management system calculations, and the various maps. Pegasus (Greg Teague) has completed the Peer Review and has prepared review comments. On Monday, July 26, 2021, Pegasus (David Hamstra) finalized and submitted the review comments to the SJRWMD (Mark Crosby) on behalf of the Vista Lakes CDD (refer to Attachment "C").

### **Sidewalk Maintenance**

For the past two years, the issue of sidewalk maintenance and repairs has been discussed in great deal between the Board members, District Counsel, District Engineer, and Inframark staff. Recently, a fall was reported to Inframark due to a slippery sidewalk surface outside the Warrick community, within the Passaic Parkway right-of-way. It has been our understanding that the owner of the property is responsible for the maintenance of the adjacent sidewalk. Based on maps prepared by Pegasus Engineering during February 2020, the ownership encompasses the following entities along Lee Vista Boulevard and Chickasaw Trail:

- Vista Lakes CDD
- Private Commercial Properties (e.g., Wells Fargo Bank, Fifth Third Bank, Lee Vista Dental, and Publix)
- Private Multi-Family Residential (e.g., Horizons Condominium and Central Park Condominium)
- Atonement Lutheran Church
- Odyssey Middle School

That said, Pegasus Engineering has been asked to update the Sidewalk Maps to encompass other areas within the Vista Lakes CDD to further discuss this agenda item at the August 5<sup>th</sup> CDD meeting (refer to Attachment "D").



### **5619 Florence Harbor Drive Erosion Issues**

During the April 1, 2021, CDD meeting, Pegasus Engineering (David Hamstra) presented existing slope erosion issues and stated that the fill slope issues appear to be located within CDD property, not within the residential property. The Board requested that Scott Clark review the property and offer an opinion. After the June 3, 2021, CDD meeting, Scott Clark conducted a site inspection of the property. Mr. Clark issued an email on June 23, 2021, stating his position (refer to Attachment "E"). We respectfully request the Board's final direction on this matter so we can inform the property owner.

### **Conservation Easement Maintenance Plan**

On September 21, 2020, representatives of Vista Lakes CDD, Servello & Sons, and Pegasus Engineering attended an on-site meeting and inspection with the SJRWMD (David Eunice) to discuss the proposed maintenance activities associated with the wetland conservation areas. On February 18, 2021, Pegasus Engineering (Beth Whikehart) prepared and submitted to the SJRWMD (David Eunice) a project memorandum describing the proposed maintenance activities. On February 25, 2021, the SJRWMD issued a letter to Pegasus Engineering (Beth Whikehart) accepting the maintenance plan.

Servello & Sons performed the approved maintenance activities and Pegasus Engineering (Beth Whikehart) recently conducted a site inspection to document the maintenance via photographs. On Wednesday, July 28, 2021, Pegasus Engineering (Beth Whikehart) submitted the requested documents to the SJRWMD (David Eunice) with before and after photographs (refer to Attachment "F").

END OF MEMO

cc: Bob Koncar, Inframark Services  
Angel Montagna, Inframark Services  
Scott Clark, Clark & Albaugh, LLP  
Beth Whikehart, Pegasus Engineering  
Pegasus Project File MSC-22024



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# Attachment “A”

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## Pembroke Privacy Wall

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**PROJECT MEMORANDUM**

**To:** Bob Koncar  
District Manager  
Inframark, Infrastructure Management Services

**From:** David Hamstra, P.E., CFM   
District Engineer

**Date:** March 24, 2021 (Revised June 3, 2021)

**Re:** Vista Lakes Community Pembroke Privacy Wall

**Subject:** City of Orlando Permitting Requirements and Estimated Project Fees

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The purpose of this project memorandum is to inform the CDD Board of Supervisors of the City of Orlando permitting requirements and the approximate costs associated with the proposed privacy wall between the Pembroke Subdivision and the off-site Vista Promenade development as well as the connections between Areas 1 and 2 (refer to Attachment “A” for the Pembroke Privacy Wall Location).

It should be pointed out that Mr. Scott Clark was able to record the signed Easement Agreement granting permission from the Vista Promenade owner to install a perpendicular fence between the existing Vista Promenade fence and the proposed Pembroke privacy fence (refer to Attachment “B” for the recorded easement document). However, Mr. Don Fields, City of Orlando, Chief Building Plans Examiner, stated that the signed easement document will require approval by the City of Orlando (Keith Grayson).

In addition, Pegasus Engineering received a topographic survey from Southeastern Surveying and Mapping Corporation (SSMC) that covers the majority of the area for the proposed privacy wall; however, the survey will need to be extended north to cover the connection point with the existing Pembroke privacy fence. A survey allowance has been budgeted to extend the topographic survey.



Pegasus Engineering spoke with a permitting technician and Mr. Don Fields (direct line at 407-246-2654 or email at [don.fields@cityoforlando.net](mailto:don.fields@cityoforlando.net)) at the City of Orlando and they provided the following information regarding the permitting procedures:

- The privacy wall will require a Building Permit (refer to Attachment “C” for the Building Permit application form). The subwork type (on Page 2 of the application) is “Fence”, with a description of the wall under work description including wall type, materials, etc.
- The Building Permit Application must have a notarized signature of both the contractor and the property owner.
- The permit application shall be submitted electronically to [digitalpermits@cityoforlando.net](mailto:digitalpermits@cityoforlando.net) and allow for 48 hours to process and create a new permit number.
- After the permit is processed and a permit number created, the construction plans must be uploaded to the City of Orlando Permitting Portal.
- The project will require a site plan, survey, and structural engineering plans.
- Since the wall is for a residential community and not a single property owner, it is considered a Commercial Permit.
- After the construction plans are uploaded, the City will assign the project to the permit reviewers within 24 to 48 hours. It will likely be assigned to the Building Department, Site Engineering, maybe Transportation and potentially other departments.
- After assignment of reviewers, the City has 5 days to complete their review.

Regarding the permitting fee information, Mr. Fields referred us to Ms. Kaydeon Tenn (direct line at 407-246-3330 or email at [kaydeon.tenn@cityoforlando.net](mailto:kaydeon.tenn@cityoforlando.net)), Customer Service Supervisor with the City of Orlando Permitting Division. Ms. Tenn provided a list of the City of Orlando permitting fees. A summary of the building permit fees is listed below:

- \$62.42 for first \$1,000 construction cost
- \$10.40 for each additional \$1,000 (up to \$25,000 construction cost)
- \$8.84 for each additional \$1,000 (from \$25,000 to \$100,000 construction cost)
- \$7.80 for each additional \$1,000 (from \$100,000 - \$1,000,000 construction cost)
- The application fee is 25% of the initial estimated permit fee, based on the estimated cost of work at the time of submission.



Based on the above listed City of Orlando permitting requirements, Pegasus Engineering prepared a proposal to prepare the site layout plan and provide permitting assistance. Refer to Attachment “D” for the Pegasus Engineering fee proposal.

Per the CDD’s request, we have investigated the approximate costs for three (3) types of fences (foam core stucco wall, wood stockade fence, and white vinyl fence). Refer to Attachment “E” for the fence quotes and refer to Attachment “F” for the Conceptual Project Costs. The following is a summary of the project costs for the various fence prices:

1. Foam Core Stucco Privacy Wall = \$84,000.00
2. Wood Stockade Privacy Fence = \$43,000.00
3. White Vinyl Privacy Fence = \$45,000.00



Existing Vista Promenade Foam Stucco Wall





Existing Vista Lakes Wood Privacy Fence

In closing, we respectfully request the Board's direction on if the CDD would like to move forward with survey services, preparing plans, and permitting services for the Vista Lakes Pembroke Privacy Wall.

END OF MEMO

cc: Angel Montagna, Inframark  
Freddy Blanco, Inframark  
Beth Whikehart, Pegasus Engineering  
Pegasus Project File MSC-22024



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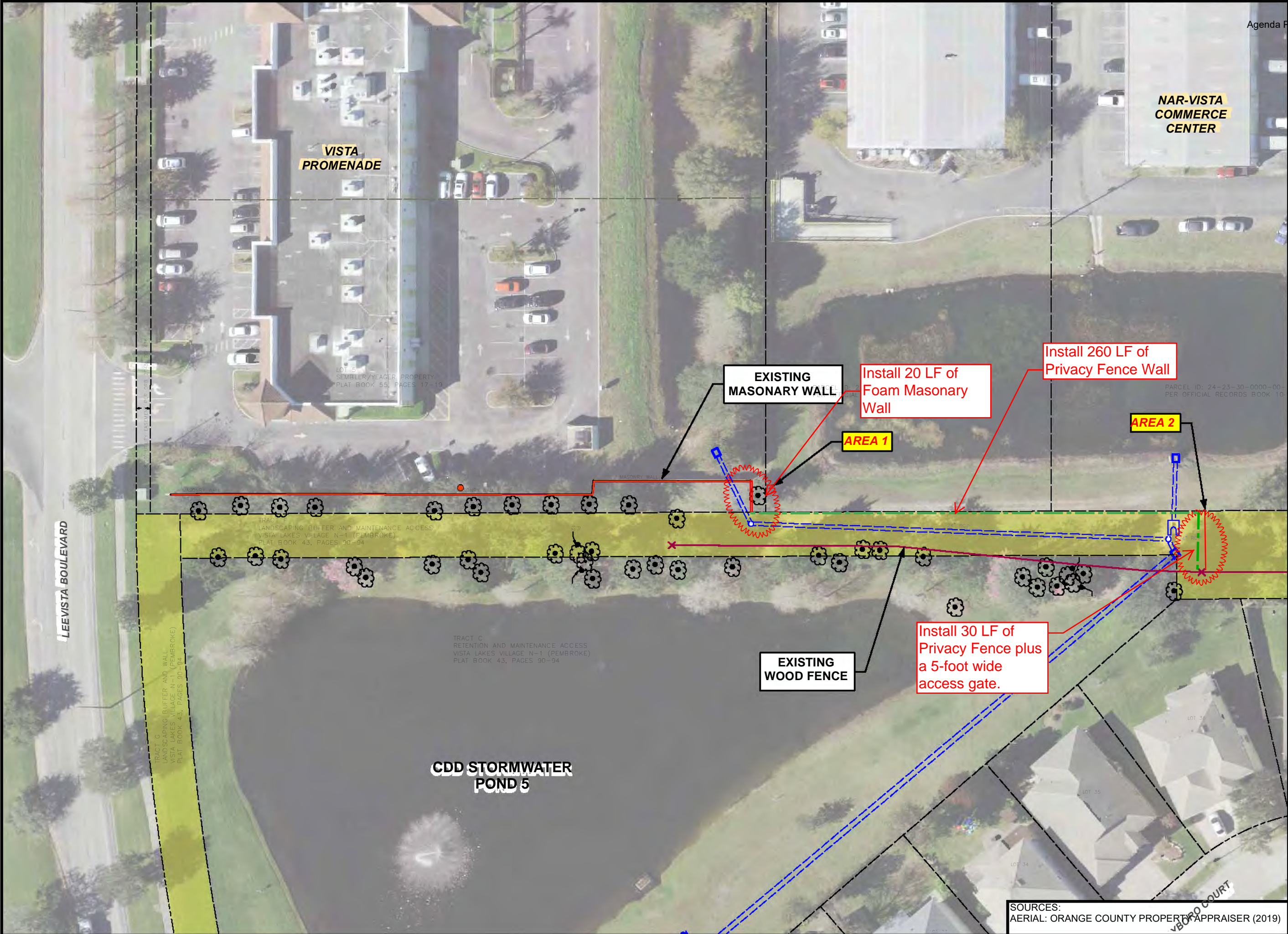
# Attachment “A”

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Location Map

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**PRIVACY WALL  
PEMBROKE SUBDIVISION**

**VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT  
ORANGE COUNTY, FLORIDA**

**Pegasus**  
ENGINEERING  
301 WEST STATE ROAD 434, SUITE 309  
WINTER SPRINGS, FL 32708  
TEL: 407-992-9160 • FAX: 407-358-5155  
WEB: WWW.PEGASUSENGINEERING.NET

JOB NO.: MSC-22024  
DATE: 03-12-2020

**FIGURE**  
**1**

SOURCES:  
AERIAL: ORANGE COUNTY PROPERTY APPRAISER (2019)



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# Attachment “B”

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Recorded  
Easement Agreement

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This instrument prepared by  
and return recorded instrument to:

Scott D. Clark, Esq.  
CLARK & ALBAUGH, LLP  
700 W. Morse Boulevard, Suite 101  
Winter Park, Florida 32789

*The space above is reserved for recording.*

## PRIVACY WALL EASEMENT AGREEMENT

THIS PRIVACY WALL EASEMENT AGREEMENT is made and entered into on 12<sup>TH</sup>  
FEBRUARY, 2021, by and between OVATION PROPERTIES, INC., a Florida For Profit  
Corporation, whose address 1301 S. International Pkwy, Suite 1021, Lake Mary, FL 32746  
(hereinafter "Ovation"), and VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT, a  
local unit of special purpose government organized and existing in accordance with Chapter 190,  
Florida Statutes, whose address is 313 Campus Street, Celebration, Florida 34747 (hereinafter  
"CDD").

### WITNESSETH:

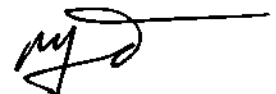
WHEREAS, Ovation owns certain real property described on Exhibit "A" attached hereto  
and made a part hereof ("Easement Parcel"); and

WHEREAS, CDD is a local unit of special purpose government which exercises  
community development powers pursuant to Chapter 190, Florida Statutes; and

WHEREAS, CDD desires to construct a privacy wall (the "Wall") within the Easement  
Parcel as part of its system of walls or fences which enclose the property within the boundaries of  
the CDD; and

WHEREAS, Ovation and CDD desire to create such easements as are necessary for the  
erection, use and maintenance of the Wall.

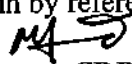
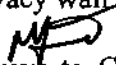
NOW THEREFORE, in consideration of Ten and No/100 (\$10.00) Dollars and other  
good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged,  
Ovation and CDD agree as follows:

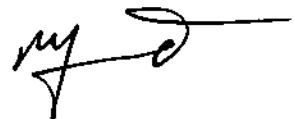




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*The space above is reserved for recording.*

1. The foregoing recitals are incorporated herein by reference. 
2. Ovation grants, ~~bargains, sells and conveys~~ to CDD a temporary construction easement (the "Temporary Construction Easement") in, upon, over, across and through the Easement Parcel for the purpose of allowing CDD to enter upon the Easement Parcel and construct a privacy wall extension (the "Wall") along the Easement Parcel connecting with Ovations's existing wall, in the approximate location shown on Exhibit "A.". This temporary construction easement shall terminate upon the completion of the privacy wall along the Easement Parcel. 
3. Ovation grants, ~~bargains, sells and conveys~~ to CDD a perpetual easement (the "Wall Easement") in, upon, over, across and through the Easement Parcel for the purpose of allowing CDD to maintain the Wall along the Easement Parcel.
4. CDD hereby agrees that it shall bear the entire cost of the construction and installation of the Wall and shall be solely responsible for maintenance, repair or replacement of the Wall from time to time.
5. The Wall shall be similar in design and material so that it blends with walls currently located along the Ovation's property of way on either side of the Easement Parcel. The CDD shall be responsible to obtain any permits or approvals necessary to construct the Wall.
6. All rights and obligations arising hereunder are appurtenances and covenants running with the title to the Easement Parcel and benefitting the lands contained within the CDD, and shall be binding and shall inure to the benefit of the parties and their respective successors in title.
7. In the event of a dispute concerning the obligations of the parties hereto, the prevailing party in any action arising therefrom shall be entitled to recover damages, including court costs and attorneys' fees, whether such fees be incurred before trial, during trial or on appeal.





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*The space above is reserved for recording.*

8. CDD agrees to save harmless and defend Ovation, its officers, directors, board members, employees, agents, and assigns, from and against any and all liabilities, claims, penalties, forfeitures, suits, legal or administrative proceedings, demands, fines, punitive damages, losses, liabilities and interests, and any and all costs and expenses incident thereto (including costs of defense, settlement and reasonable attorneys' fees, which shall include fees incurred in any administrative, judicial or appellate proceeding) which Ovation, its officers, directors, board members, employees, agents, and assigns, may hereafter incur, become responsible for or pay out to the extent arising out of CDD's construction or maintenance of the Wall to the extent allowable under section 768.28, Florida Statutes.

*[signatures on following pages]*

A handwritten signature in black ink, consisting of a stylized 'M' followed by a horizontal line and a small loop.



*The space above is reserved for recording.*

**IN WITNESS WHEREOF**, the parties have caused this Agreement to be executed on the date first stated above.

Witnesses:

**OVATION PROPERTIES, INC.**

a Florida For Profit Corporation

[Signature]  
Printed name: Jeimee Trumudomon

By: [Signature]  
Name: RICHARD O. TRUMUDOMON  
Title: DIRECTOR

[Signature]  
Printed name: JOSEPHINE TRUMUDOMON Address: 1301 S. International Pkwy, Suite 1021  
Lake Mary, FL 32746

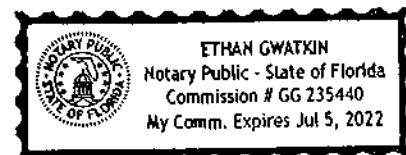
**STATE OF FLORIDA**  
**COUNTY OF ORANGE**

The foregoing instrument was acknowledged before me on 2/12/21, 2020, by means of (check one) ☒ physical presence or ☐ online notarization, by Richard Trumudomon, as DIRECTOR, of **OVATION PROPERTIES, INC.**, a Florida For Profit Corporation, on its behalf.

[Signature]  
Notary Public,  
State of Florida at Large

       Personally Known  
  X   Produced Identification  
Type of ID Produced: FL- Drivers License

(Seal)





*The space above is reserved for recording.*

Witnesses:

**VISTA LAKES  
COMMUNITY DEVELOPMENT DISTRICT,**  
a local unit of special purpose government  
organized and existing in accordance with  
Chapter 190, Florida Statutes

*[Signature]*  
Printed name: Scott D. Clark

By: *[Signature]*  
Name: Frank Sebastian  
Title: CD Chairman

Printed name: \_\_\_\_\_

Address: 313 Campus Street  
Celebration, FL 34747

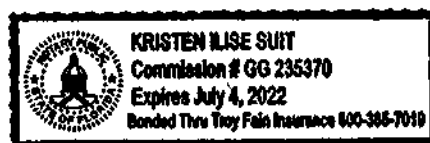
**STATE OF FLORIDA  
COUNTY OF ORANGE**

The foregoing instrument was acknowledged before me on February 11 2021 by means of (check one) ☒ physical presence or ☐ online notarization, by Frank Sebastian, as CD Chairman, of **VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special purpose government organized and existing in accordance with Chapter 190, Florida Statutes, on its behalf.

*[Signature]*  
Notary Public,  
State of Florida at Large

☒ Personally Known  
☐ Produced Identification  
Type of ID Produced: \_\_\_\_\_

(Seal)





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**EXHIBIT "A"**

**EASEMENT PARCEL**

A handwritten signature in black ink, appearing to be "my" followed by a stylized flourish.



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*[Handwritten signature]*



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# Attachment “C”

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## City of Orlando Building Permit Application

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# BUILDING PERMIT APPLICATION

Submit application to [digitalpermits@cityoforlando.net](mailto:digitalpermits@cityoforlando.net)

For efficient processing, please reference "New Permit" in the Subject Line



Date: \_\_\_\_\_

**\*Required Fields**

\*Job Site Address or Parcel ID #:

\_\_\_\_\_

\*Digital Applicant/Primary Contact: \_\_\_\_\_ \*Phone: \_\_\_\_\_

\*Email: \_\_\_\_\_

\*Job/Project Name: \_\_\_\_\_

\*Property Owner Name: \_\_\_\_\_

\*Property Owner Email: \_\_\_\_\_

\*Address: \_\_\_\_\_

\*Phone: \_\_\_\_\_

Business Owner Name: \_\_\_\_\_

Address: \_\_\_\_\_

\*Phone: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

\*Phone: \_\_\_\_\_

Architect/Engineer's Name: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

\*Phone: \_\_\_\_\_

Bonding Company Name & Address: \_\_\_\_\_

Fee Simple Titleholder's Name & Address (if other than owner): \_\_\_\_\_

Mortgage Lender's Name & Address: \_\_\_\_\_

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PROPERTY  
CONTRACTOR  
PROFESSIONALS  
WORK DESCRIPTION  
TREES

Will you be removing any trees on the property? Yes No

If yes, a [tree removal permit](#) is required. Have you already applied for one? Yes No



**(SUBTYPE - SELECT ONE):**

- |                                                  |                                                      |                                          |                                                 |
|--------------------------------------------------|------------------------------------------------------|------------------------------------------|-------------------------------------------------|
| <input type="checkbox"/> New                     | <input type="checkbox"/> Roof <sup>2</sup>           | <input type="checkbox"/> Billboard       | <input type="checkbox"/> Dumpster Enclosure/Pad |
| <input type="checkbox"/> Addition                | <input type="checkbox"/> Accessory Structure         | <input type="checkbox"/> Change of Use   | LEED: <input type="checkbox"/> Certified        |
| <input type="checkbox"/> Alteration <sup>1</sup> | <input type="checkbox"/> Tent                        | <input type="checkbox"/> Swimming Pool   | <input type="checkbox"/> Silver                 |
| <input type="checkbox"/> Site Work               | <input type="checkbox"/> Repair/Replace <sup>1</sup> | <input type="checkbox"/> Solar           | <input type="checkbox"/> Gold                   |
| <input type="checkbox"/> Fence                   | <input type="checkbox"/> Sign                        | <input type="checkbox"/> Foundation Only | <input type="checkbox"/> Platinum               |

<sup>1</sup>Requires separate scope of work <sup>2</sup>Requires Re-roofing Information form

\*Total Sq. Ft of Tenant Space: \_\_\_\_\_ \*Estimated Construction Cost: \$\_\_\_\_\_

Note: Owner furnished equipment and materials must be included in Estimated Construction Cost.

Related to Code Enforcement Action? ☐ Yes ☐ No

\*Plan Review Type: ☐ Commercial ☐ Residential<sup>1</sup> (single family) ☐ Residential 2 (duplex)

☐ Residential 3 or more units <sup>a</sup> ☐ Detached Structure (ex: garage/apt, etc) Please explain in work description.

Company Name	State of Florida License # Reg/Cert	Card Holders Name
Elect. _____	_____	_____
Mech. _____	_____	_____
Plumb. _____	_____	_____
Gas. _____	_____	_____
Fire. _____	_____	_____

**(PLEASE FILL OUT THIS SECTION FOR SIGN PERMITS ONLY)**

Building Frontage (Ft): _____	Primary _____	Secondary _____	Third _____	Fourth _____
Sign Type <sup>3</sup>	Electric? (Y/N)	Test Lab #	Sign Area (SqFt)	Existing or Proposed?
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

<sup>3</sup>Awning, Billboard, Construction, Ground/Pole, Marquee, Menu, Monument, Other, Political Campaign, Projecting, Real Estate, Trailer, Wall, Window (identify existing and proposed signs)

Deck Area (SqFt): \_\_\_\_\_ Fenced? (Y/N) \_\_\_\_\_ Screened? (Y/N) \_\_\_\_\_ Overhead Power Distance (Ft): \_\_\_\_\_

Length (Ft): \_\_\_\_\_ Width (Ft): \_\_\_\_\_ Area (SqFt): \_\_\_\_\_ In Use From: \_\_\_\_\_ To: # of Tents: \_\_\_\_\_

<sup>4</sup>Flame Retardant Certificate Required

Application is hereby made to obtain a permit to do the work and installations as indicated. I certify that no work or installation has commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in the City of Orlando. I understand that a separate permit must be secured for MECHANICAL, ELECTRICAL, PLUMBING, SIGNS, WELLS, POOLS, FURNACES, BOILERS, HEATERS, TANKS and AIR CONDITIONERS, etc.

OWNER'S AFFIDAVIT: I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning.





## WARNING TO OWNER

YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE COMMENCING WORK OR RECORDING YOUR NOTICE OF COMMENCEMENT. IF THE ESTIMATED COST OF THIS JOB IS GREATER THAN \$2,500 A CERTIFIED COPY OF THE RECORDED NOTICE OF COMMENCEMENT MUST BE FILED WITH PERMITTING SERVICES PRIOR TO SCHEDULING YOUR FIRST INSPECTION.

If you are not the owner of the property being permitted, you must, by law (FS 713.135 (c)) promise to inform the fee simple titleholder that the property in question is being subjected to possible liens and/or attachment.

Property Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Permit #: \_\_\_\_\_ (if applicable)

\*Property Owner Signature \_\_\_\_\_ Date: \_\_\_\_\_

Print Name \_\_\_\_\_ (Owner)

STATE OF FLORIDA, COUNTY OF \_\_\_\_\_

SWORN to and subscribed freely and voluntarily for the purpose therein expressed before me by \_\_\_\_\_, known to me to be the person described in and who executed the foregoing. He/she is personally known to me or has produced \_\_\_\_\_ (type of identification) as identification.

WITNESS my hand and official seal in the County and State last aforesaid this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_.

\_\_\_\_\_  
 Notary Public Signature

Print Name: \_\_\_\_\_ My Commission Expires: \_\_\_\_\_

\*Contractor Signature \_\_\_\_\_ Date: \_\_\_\_\_

Print Name \_\_\_\_\_ (Contractor)

STATE OF FLORIDA, COUNTY OF \_\_\_\_\_

SWORN to and subscribed freely and voluntarily for the purpose therein expressed before me by \_\_\_\_\_, known to me to be the person described in and who executed the foregoing. He/she is personally known to me or has produced \_\_\_\_\_ (type of identification) as identification.

WITNESS my hand and official seal in the County and State last aforesaid this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_.

\_\_\_\_\_  
 Notary Public Signature

Print Name: \_\_\_\_\_ My Commission Expires: \_\_\_\_\_

### CERTIFICATE OF COMPETENCY HOLDER

Contractor's State Certification or Registration No. \_\_\_\_\_

Contractor's Certificate of Competency No. \_\_\_\_\_

#### OWNER'S ELECTRONIC SUBMISSION STATEMENT:

Under penalty of perjury, I declare that all the information contained in this building permit application is true and correct.

For plan review status, inspection scheduling/results and other permitting information, visit online at [cityoforlando.net/permits](http://cityoforlando.net/permits) or please call "PROMPT", our Interactive Voice Response system at 407.246.4444.



PROPERTY OWNER

CONTRACTOR



---

# Attachment “D”


---

## Pegasus Engineering Fee Proposal

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**MANHOUR and FEE ESTIMATE**  
for  
**VISTA LAKES PEMBROKE PRIVACY WALL**  
**Design and Permitting Services**

Task Description (Effective Date : March 24, 2021)	Sr. Project Manager (Hamstra, P.E.)	Project Engineer (Whikehart, P.E.)	CADD / GIS Technician (Greenough)	Administrative Assistant (Villanueva)	Task Hours	Task Fees
Schedule of Rates	\$185.00	\$150.00	\$85.00	\$50.00		
Prepare and Issue NTP Letter and Subconsultant Agreement	2			2	4	\$470.00
Coordinate with the Surveyor	2				2	\$370.00
Conduct a Site Inspection to Check the Survey Drawings	4		1	1	6	\$875.00
Coordinate with the Fence Contractors		4			4	\$600.00
Prepare a Preliminary Site Layout Plan		8	16		24	\$2,560.00
Prepare and Submit the Building Permit Application to the City	2	12	2	4	20	\$2,540.00
Address City Review Comments	2	8	4		14	\$1,910.00
Finalize the Site Layout Plan	1	6	8		15	\$1,765.00
Solicit Three (3) Bids / Quotes	2	4			6	\$970.00
Limited Post-Design Services	4	4			8	\$1,340.00
Conduct a Final Site Inspection	4	4			8	\$1,340.00
Project Administration	4			4	8	\$940.00
TOTAL HOURS	27	50	31	11	119	
TOTAL LABOR COSTS	\$4,995.00	\$7,500.00	\$2,635.00	\$550.00	\$15,680.00	\$15,680.00
PERCENT BREAKDOWN	31.9%	47.8%	16.8%	3.5%	100.0%	
<div>  <div> <b>Breakdown in Fees</b> <div> (1) Total Labor Costs (Pegasus Engineering) = \$15,680.00  (2) Reimbursable Expenses = \$320.00  (3) Topographic Survey (SSMC) = \$1,500.00 </div> </div> </div>						
<b>TOTAL FEES</b>					=	<b>\$17,500.00</b>



---

# Attachment “E”

---

## Fence Quotes

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# Estimate



## Discount Fence of Orlando, LLC

4250 Alafaya Tr Ste 212-217  
OVIEDO, FL 32765

407-612-6200

**To:**

Beth Whitehart  
Vista Lakes Community Development District  
Orlando, FL 32829

**Estimate #** 09500

**Estimate Date** 05/03/2021

Item	Details	Unit Price	Qty	Subtotal
Stockade Wood PT	Install 283' of 6' H x 8' W Standard Stockade Privacy Fence (Pressure Treated Pine)	4,585.01	1	4,585.01
5' Wood Gate	5' Wood Gate with Hardware & Install	200.00	1	200.00
Permit / Admin	City or County Permitting / Administration Fee	200.00	1	200.00
<b>Subtotal:</b>				\$4,985.01
<b>Discount (10%):</b>				-\$498.50
<b>FL Tax (7%):</b>				\$301.46
<b>Total:</b>				\$4,787.97

**PRICE FOR WHITE VINYL PRIVACY FENCE WOULD BE \$6449.28**

**\*Eligible for Quick Install Date**

**\*Approved for 10% Discount**

**\*Warranty**

**\*Perfect 5 Star Company Rating**

**\*Licensed & Insured**





# ROYAL FOAM US

4225 James E Casey Dr., Unit 5  
 Jacksonville, FL 32219-3083  
 904.345.5400 904.345.5401  
 info@royalfoam.us www.royalfoam.us  
 www.DecorativeArchitecturalShapes.com

## Estimate

Date	Estimate #
10/8/2020	5970 i ac

Name / Address	Project	Terms
Pegasus Engineering Beth Whitehart Winter Springs, FL	Windsor Subdivision	75% Prepay,...
		Rep
		IR

No.	Description	Units	Qty	Rate	Total
1	Architectural Stucco Fence (see drawings and photos from the job site) Panel: 6' tall x 6" deep  Foam 1.0 Density + HC 15 mil thick + Stucco Finish  PVC Sleeve installed, posts, column caps.  Galvanized pipes (included) Custom design solutions (included) Prepainted prefabricated fence sections  EPS Foam Core with poliurea hard coat Stucco finish, Color of customer's choice  Lead Time 2 months  Installation NOT Included  FREE DELIVERY TO Orlando, FL  Installation of the fence \$35/ LF x1850 LF, provided by others	Ln Ft	1,850	72.00	133,200.00T

Subtotal	\$133,200.00
Sales Tax (7.0%)	\$9,324.00
<b>Total</b>	<b>\$142,524.00</b>

Signature \_\_\_\_\_



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# Attachment “F”

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## Conceptual Cost Estimates

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**Vista Lakes Community Development District  
Pembroke Subdivision Privacy Wall  
(Foam Stucco Privacy Wall)**

**CONCEPTUAL COST ESTIMATE  
JUNE 2021**

Unit Abbreviations:

AL = Allowance      LF = Linear Feet  
AC = Acre            LS = Lump Sum  
CY = Cubic Yard    SY = Square Yard  
EA = Each

Line No.	Item Description	Estimated Quantity	Unit	Unit Price	Extended Amount
1	Foam Stucco Privacy Wall	280	LF	\$107.00	\$29,960.00
2	Wood Sockade Privacy Fence (6-ft tall) and 5' wide gate	30	LF	\$35.00	\$1,050.00
3	Sod	690	SY	\$5.00	\$3,450.00
4	Landscape / Irrigation	1	LS	\$2,500.00	\$2,500.00
5	Tree trimming / root removal	1	LS	\$7,500.00	\$7,500.00

<b>TOTAL ESTIMATED CONSTRUCTION COST</b>	<b>=</b>	<b>\$45,000</b>
<b>30% CONTINGENCY</b>	<b>=</b>	<b>\$13,500</b>
<b>TOPOGRAPHIC SURVEY ALLOWANCE</b>	<b>=</b>	<b>\$1,500</b>
<b>PEGASUS DESIGN AND PERMITTING SERVICES</b>	<b>=</b>	<b>\$17,500</b>
<b>ESTIMATED CITY OF ORLANDO BUILDING PERMIT FEE</b>	<b>=</b>	<b>\$600</b>
<b>STRUCTURAL ENGINEER DESIGN PLANS FEE</b>	<b>=</b>	<b>\$5,000</b>
<b>TOTAL CONCEPTUAL PROJECT COST</b>	<b>=</b>	<b>\$84,000</b>

Notes:

1. All areas disturbed by construction are to be restored with performance turf (sod) to match existing.
2. The City of Orlando Building Permit Fee is based on City of Orlando Published Fee Schedule, effective January 2021.
3. The Structural Engineering Design Plans Fee is an estimate only and shall be provided by others.



**Vista Lakes Community Development District  
Pembroke Subdivision Privacy Wall  
(Wood Stockade Privacy Fence)**

**CONCEPTUAL COST ESTIMATE  
JUNE 2021**

Unit Abbreviations:

AL = Allowance      LF = Linear Feet  
AC = Acre            LS = Lump Sum  
CY = Cubic Yard    SY = Square Yard  
EA = Each

Line No.	Item Description	Estimated Quantity	Unit	Unit Price	Extended Amount
1	Foam Stucco Privacy Wall	20	LF	\$140.00	\$2,800.00
2	Wood Sockade Privacy Fence (6-ft tall) and 5' wide gate	1	LS	\$4,800.00	\$4,800.00
3	Sod	690	SY	\$5.00	\$3,450.00
4	Landscape / Irrigation	1	LS	\$2,500.00	\$2,500.00
5	Tree trimming / root removal	1	LS	\$5,000.00	\$5,000.00

<b>TOTAL ESTIMATED CONSTRUCTION COST</b>	<b>=</b>	<b>\$19,000</b>
<b>20% CONTINGENCY</b>	<b>=</b>	<b>\$3,800</b>
<b>TOPOGRAPHIC SURVEY ALLOWANCE</b>	<b>=</b>	<b>\$1,500</b>
<b>PEGASUS DESIGN AND PERMITTING SERVICES</b>	<b>=</b>	<b>\$17,500</b>
<b>ESTIMATED CITY OF ORLANDO BUILDING PERMIT FEE</b>	<b>=</b>	<b>\$250</b>
<b>TOTAL CONCEPTUAL PROJECT COST</b>	<b>=</b>	<b>\$43,000</b>

Notes:

1. All areas disturbed by construction are to be restored with performance turf (sod) to match existing.
2. The City of Orlando Building Permit Fee is based on City of Orlando Published Fee Schedule, effective January 2021.



**Vista Lakes Community Development District  
Pembroke Subdivision Privacy Wall  
(White Vinyl Privacy Fence)**

**CONCEPTUAL COST ESTIMATE  
JUNE 2021**

Unit Abbreviations:

AL = Allowance      LF = Linear Feet  
AC = Acre            LS = Lump Sum  
CY = Cubic Yard    SY = Square Yard  
EA = Each

Line No.	Item Description	Estimated Quantity	Unit	Unit Price	Extended Amount
1	Foam Stucco Privacy Wall	20	LF	\$140.00	\$2,800.00
2	White Vinyl Privacy Fence (6-ft tall) and 5' wide gate	1	LS	\$6,500.00	\$6,500.00
3	Sod	690	SY	\$5.00	\$3,450.00
4	Landscape / Irrigation	1	LS	\$2,500.00	\$2,500.00
5	Tree trimming / root removal	1	LS	\$5,000.00	\$5,000.00

<b>TOTAL ESTIMATED CONSTRUCTION COST</b>	<b>=</b>	<b>\$21,000</b>
<b>20% CONTINGENCY</b>	<b>=</b>	<b>\$4,200</b>
<b>TOPOGRAPHIC SURVEY ALLOWANCE</b>	<b>=</b>	<b>\$1,500</b>
<b>PEGASUS DESIGN AND PERMITTING SERVICES</b>	<b>=</b>	<b>\$17,500</b>
<b>ESTIMATED CITY OF ORLANDO BUILDING PERMIT FEE</b>	<b>=</b>	<b>\$270</b>
<b>TOTAL CONCEPTUAL PROJECT COST</b>	<b>=</b>	<b>\$45,000</b>

Notes:

1. All areas disturbed by construction are to be restored with performance turf (sod) to match existing.
2. The City of Orlando Building Permit Fee is based on City of Orlando Published Fee Schedule, effective January 2021.



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# Attachment “B”

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## Entrance Monument Structure

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## PROJECT MEMORANDUM

**To:** Kristen Suit  
District Manager  
Inframark, Infrastructure Management Services

**From:** David Hamstra, P.E., CFM   
District Engineer

**Date:** March 24, 2021 (Revised April 1, 2021)

**Re:** Vista Lakes Community Entrance Monument Structure

**Subject:** City of Orlando Permitting Requirements and Estimated Project Fees

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The purpose of this project memorandum is to inform the CDD Board of Supervisors of the City of Orlando permitting requirements and the approximate costs for the site design and permitting associated with the installation of an entrance monument structure to serve the north entrance of the Vista Lakes community at Chickasaw Trail (refer to Attachment "A" for the entrance monument location).

We spoke with Mr. Don Fields, Chief Building Plans Examiner with the City of Orlando Permitting Division, regarding specific permitting requirements. He stated that the City would require a site layout plan and detailed structural plans (by a structural engineer) for the entrance monument structure to support the Building Permit Application. The structural plans shall include the sign dimensions, material, reinforcing details, footer details, etc.

Regarding the permitting fee information, Mr. Fields (direct line at 407-246-2654 or email at [don.fields@cityoforlando.net](mailto:don.fields@cityoforlando.net)) referred us to Ms. Kaydeon Tenn (direct line at 407-246-3330 or email at [Kaydeon.Tenn@cityoforlando.net](mailto:Kaydeon.Tenn@cityoforlando.net)), Customer Service Supervisor with the City of Orlando Permitting Division. Ms. Tenn provided a list of the City of Orlando permitting fees. A summary of the building permit fees is listed below.

- \$62.42 for first \$1,000 construction cost
- \$10.40 for each additional \$1,000 (up to \$25,000 construction cost)
- \$8.84 for each additional \$1,000 (from \$25,000 to \$100,000 construction cost)
- \$7.80 for each additional \$1,000 (from \$100,000 - \$1,000,000 construction cost)



- The application fee is 25% of the initial estimated permit fee, based on the estimated cost of work at the time of submission.

Mr. Fields stated that the City of Orlando does not have specific requirements for the signs but did refer us to Mr. Karl Wielecki, AICP (direct line at 407-246-2726 or email at [Karl.Wielecki@cityoforlando.net](mailto:Karl.Wielecki@cityoforlando.net)), Planning Manager with the City of Orlando Planning Division, Land Development Studio, for details on specific height requirements, etc. Despite no specific City of Orlando requirements, Mr. Fields stated that the structural plans shall meet the Florida Building Code requirements.

We then contacted Mr. Karl Wielecki and Mr. James (Jim) Burnett, AICP (direct line at 407-246-3609 or email at [James.Burnett@cityoforlando.net](mailto:James.Burnett@cityoforlando.net)), Planner III with the City of Orlando Planning Division, Land Development Studio. They provided a copy of the original Vista Lakes Master Sign Plan that was signed by the Planning Director in 2003 (refer to Attachment “B”). Mr. Burnett also sent over the following language from the Approved Vista Lakes PD Development Plan:

*“Master Signage Plan – Uniformity and consistency of signage within the Vista Lakes PD to address sign types, size and placements shall be addressed in a Master Sign Plan. In the absence of the City approved Master Sign Plan, all signs shall meet City Code. No off-premise signs (billboards) shall be permitted, except as allowed for in the Annexation Agreement or shown on the Master Sign Plan.”*

Mr. Wielecki and Mr. Burnett also determined that a Sign Plan Amendment will be required for this project since the entrance monument would be an additional sign given the proposed structure was not depicted on the approved 2003 Master Sign Plan. The sign plan amendment will include the following list of items (refer to Attachment “C” for the package provided by City of Orlando, Planning Department):

- \$275 Determination Application Fee
- A Detailed Project Description
- Drawings of the Entrance Monument Structure
- A Site Plan and photographs illustrating where the signs will be located
- A Signed Affidavit (by a Vista Lakes CDD representative)



Southeastern Surveying and Mapping Corporation (SSMC) provided a proposal to perform a topographic survey (including ground elevations, utilities, property lines, and above ground features) for the project site. Refer to Attachment “D” for the SSMC topographic survey fee proposal.

Pegasus Engineering prepared a proposal to prepare the site layout plan and provide permitting assistance. Refer to Attachment “E” for the Pegasus Engineering fee proposal.

The following is the breakdown in the project fees:

- Pegasus Design and Permitting Services = \$22,500.00
- Topographic Survey = \$3,167.00
- Geotechnical Allowance = \$1,500.00
- City of Orlando Sign Plan Amendment Determination Application Fee = \$275
- City of Orlando Building Permit Fee = Based on Fee Schedule
- City of Orlando Building Permit Inspection Fee = Based on Construction Costs
- Structural Engineering Design Plans (Fee provided by others)



Existing Warwick Neighborhood Sign  
(Proposed Entrance Monument style to match)





Existing Vista Lakes Village Sign  
(Proposed Entrance Monument lettering font style to match)

It is also our understanding that Ms. Carla Daly has been coordinating with a contractor in order to secure an approximate cost to prepare the construction plans and construct the monument entrance structure.

In closing, we respectfully request the Board's direction on if the CDD would like to move forward with survey services, preparing plans, and permitting services for the Vista Lakes Entrance Monument Structure.

END OF MEMO

cc: Beth Whikehart, Pegasus Engineering  
Pegasus Project File MSC-22024



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# Attachment “A”

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Location Map

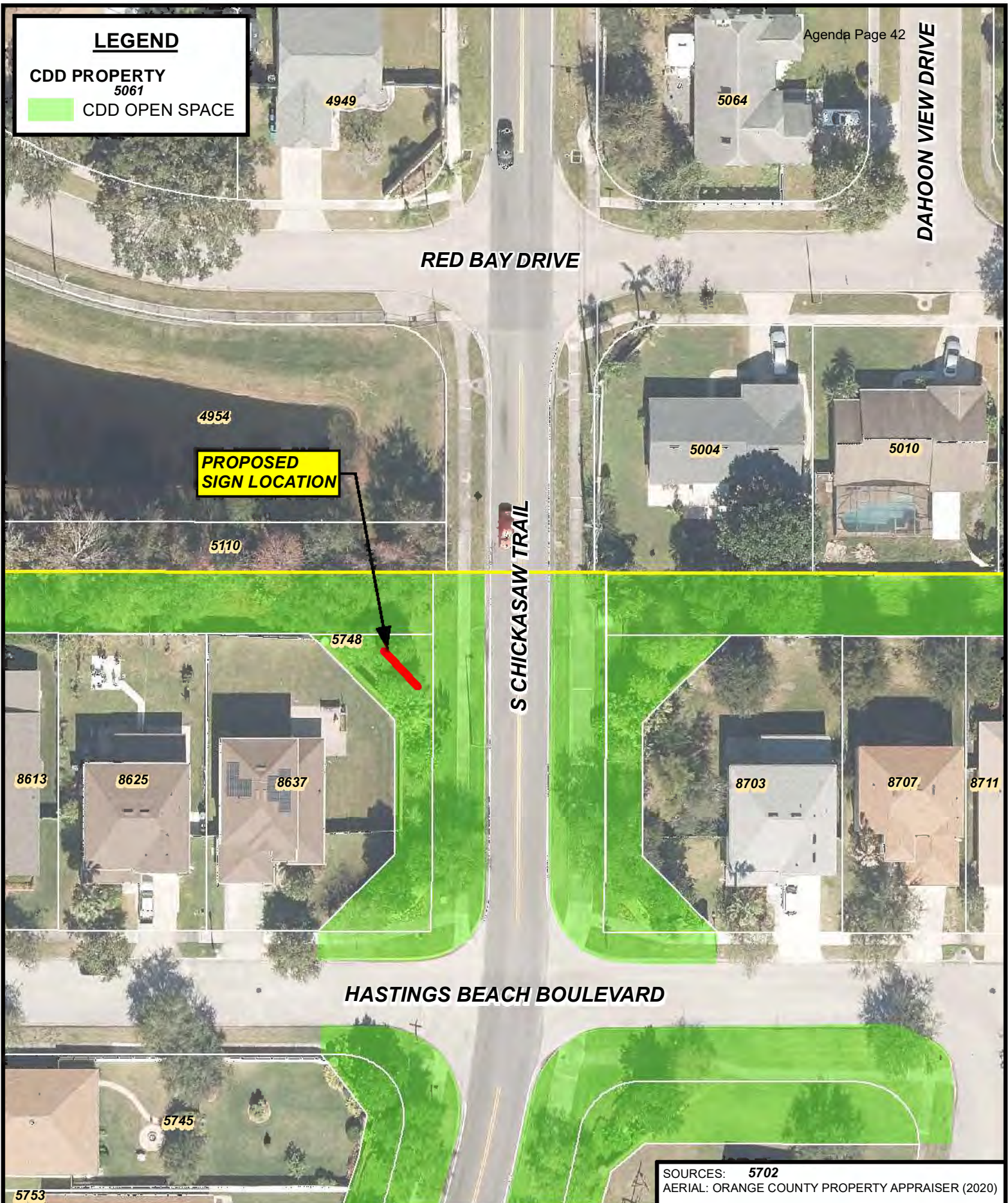
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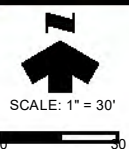
# **LEGEND**

**CDD PROPERTY**  
5061

**CDD OPEN SPACE**



SOURCES: 5702  
AERIAL: ORANGE COUNTY PROPERTY APPRAISER (2020)



SCALE: 1" = 30'



**Pegasus**  
ENGINEERING

301 WEST STATE ROAD 434, SUITE 309  
WINTER SPRINGS, FL 32708  
TEL: 407-992-9160 • FAX: 407-358-5155  
WEB: WWW.PEGASUSENGINEERING.NET

## **PROPOSED ENTRANCE MONUMENT AT VISTA LAKES ON CHICKASAW TRAIL**

VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT  
ORANGE COUNTY, FLORIDA

JOB NO.: MSC-22024  
DATE: 02/03/2020

FIGURE

**1**



---

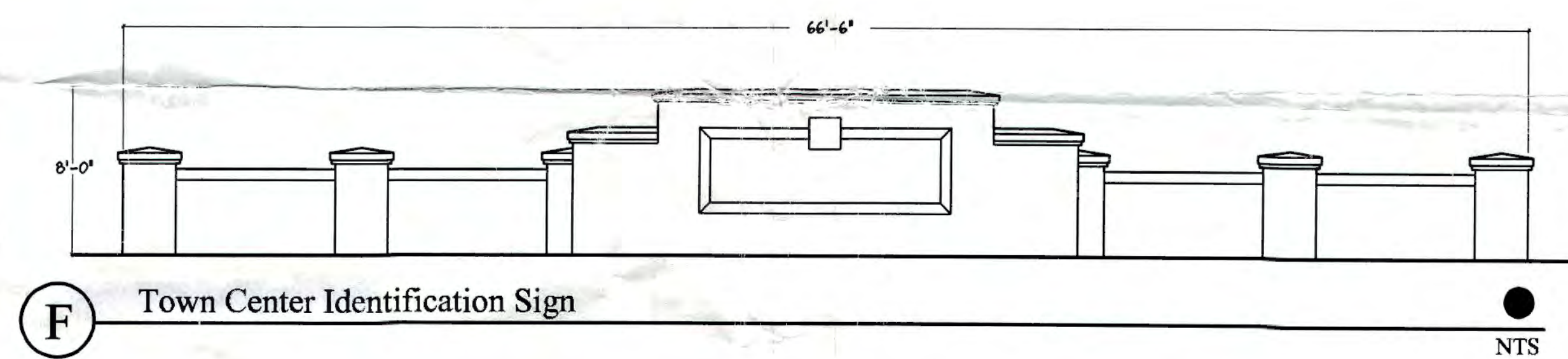
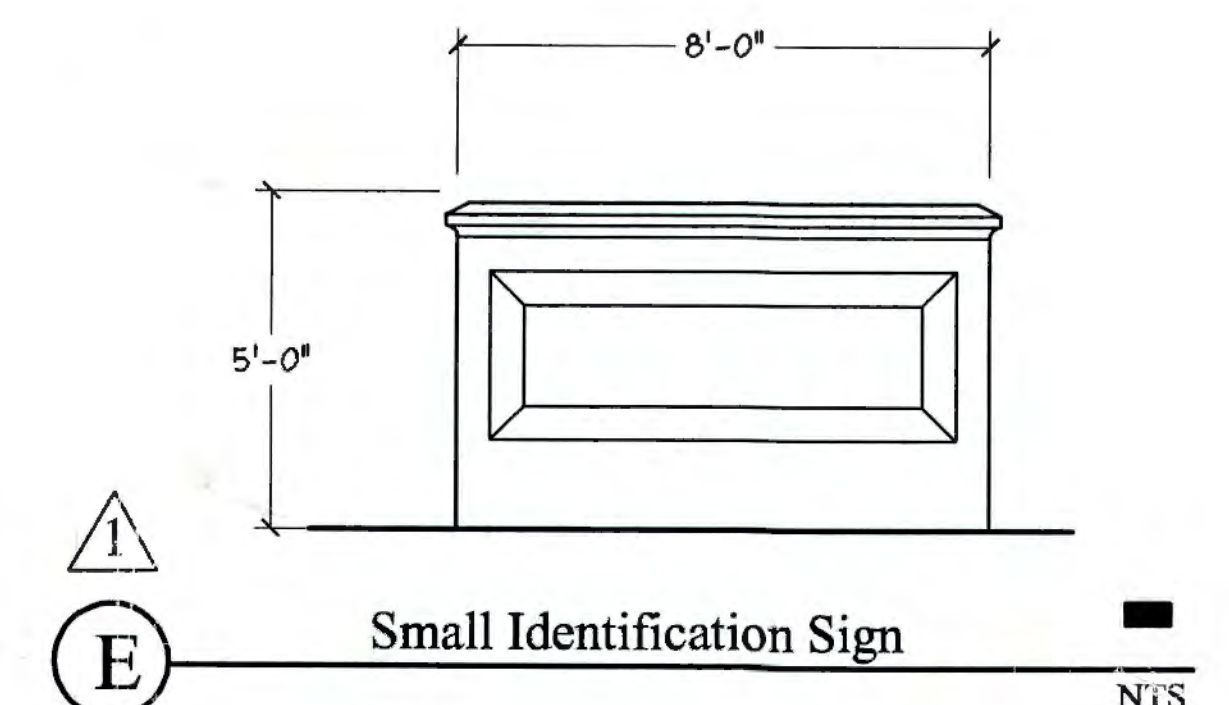
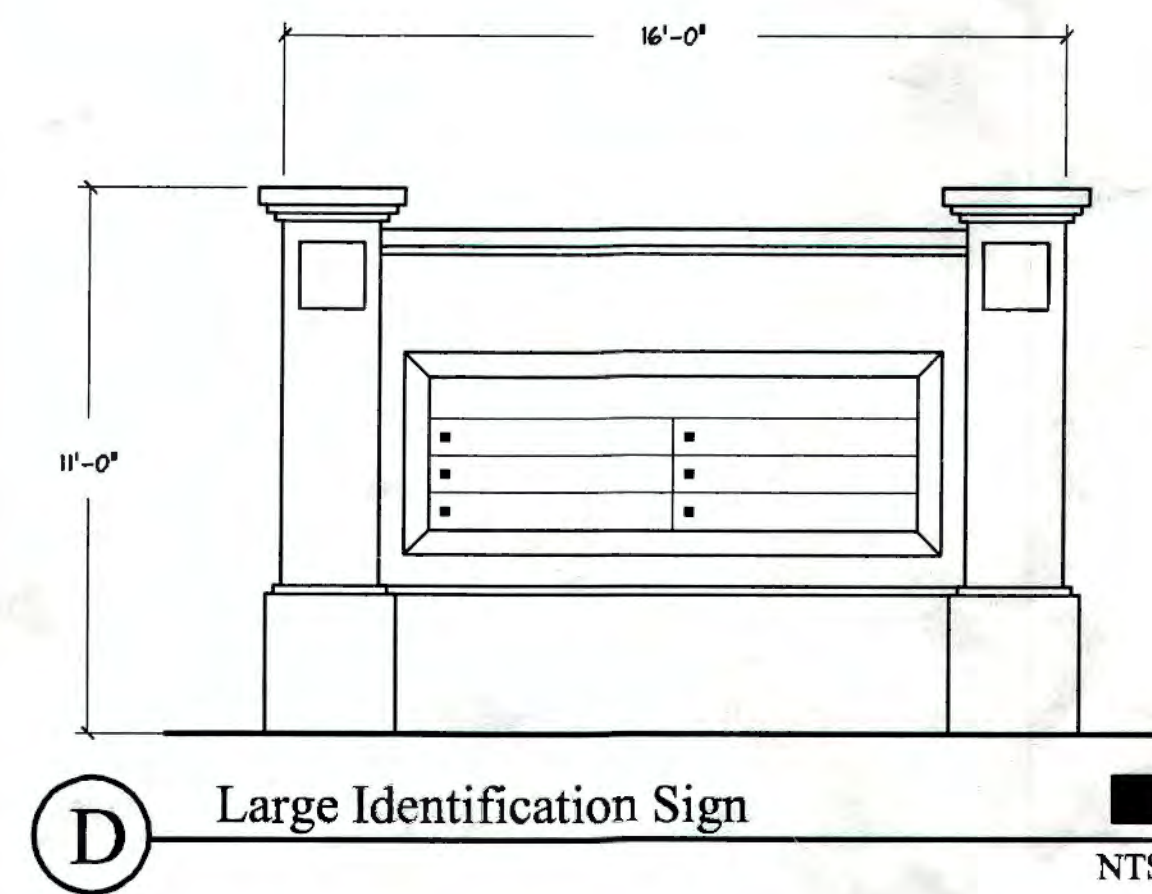
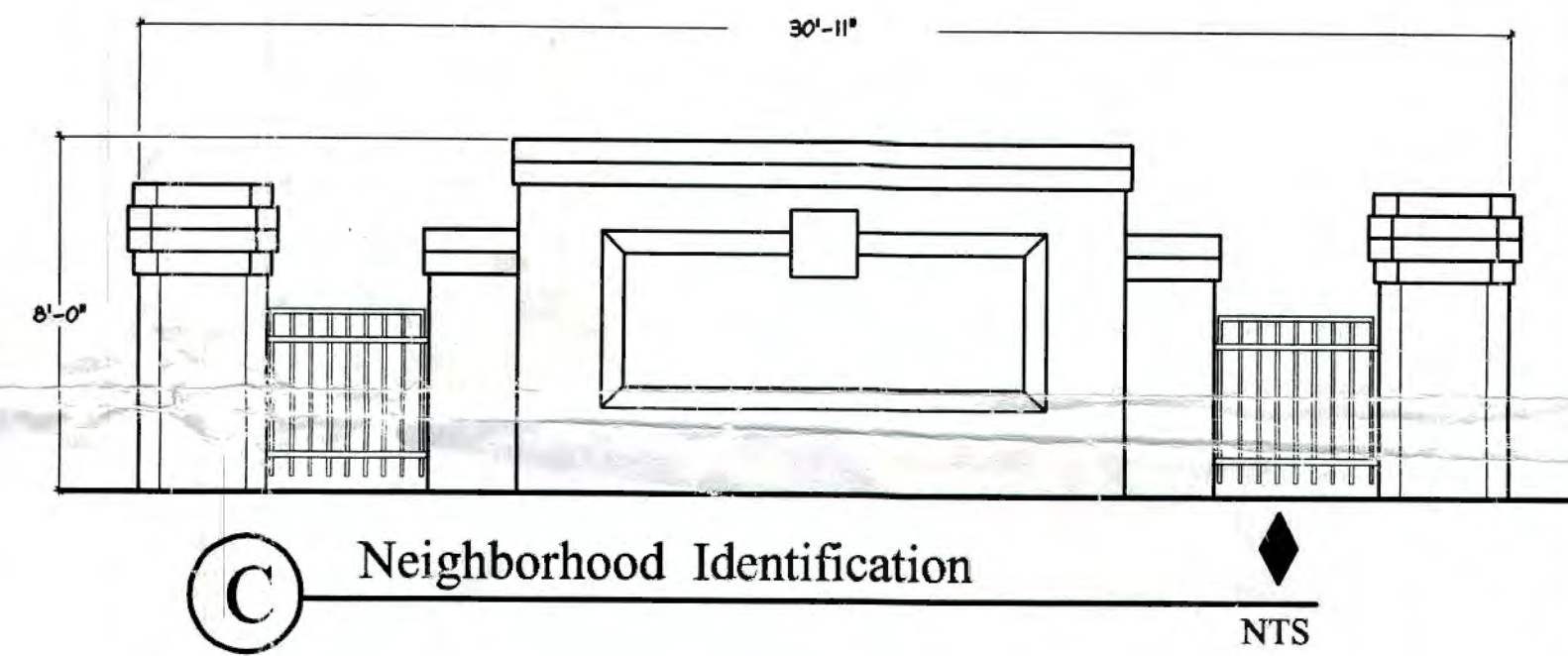
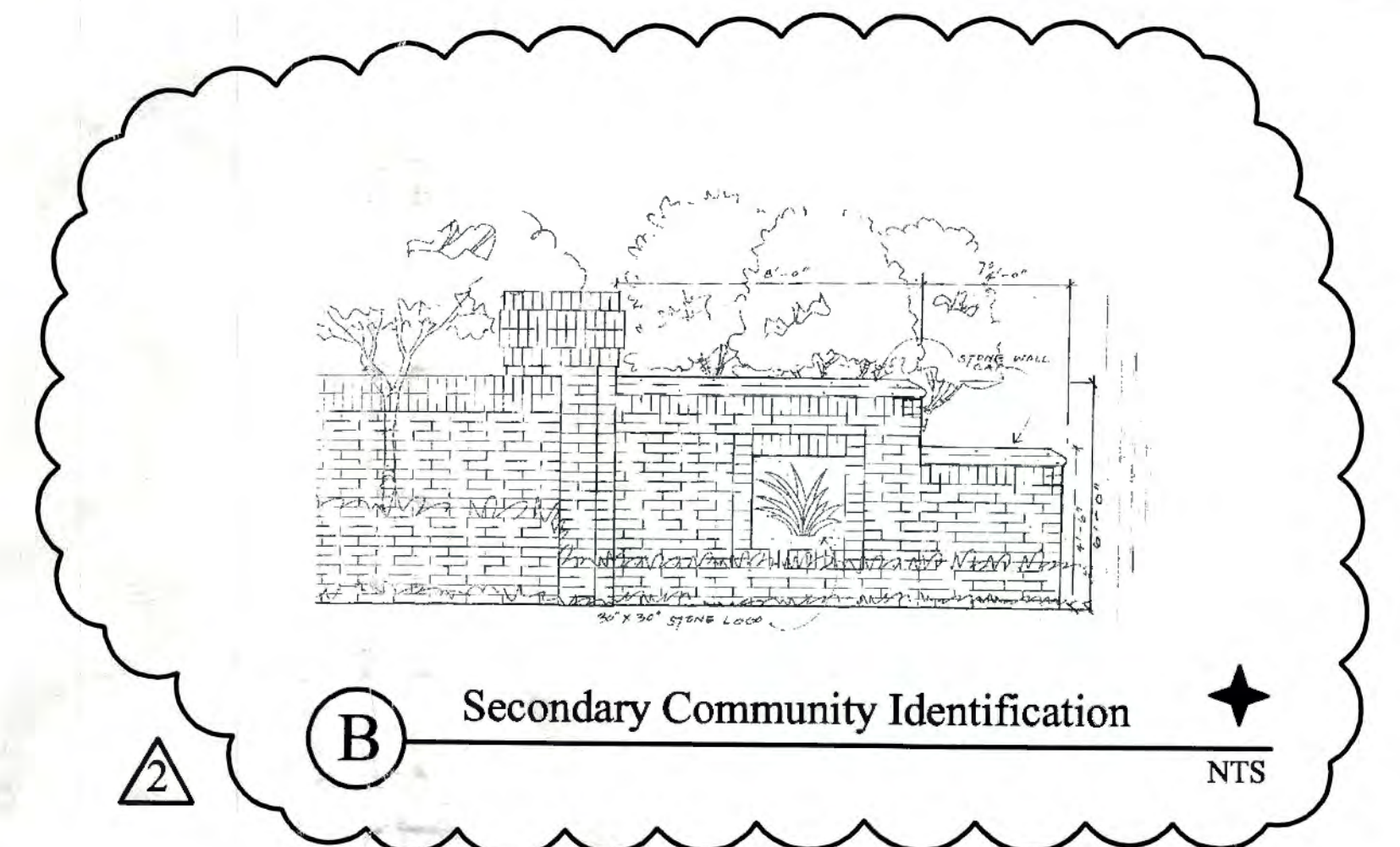
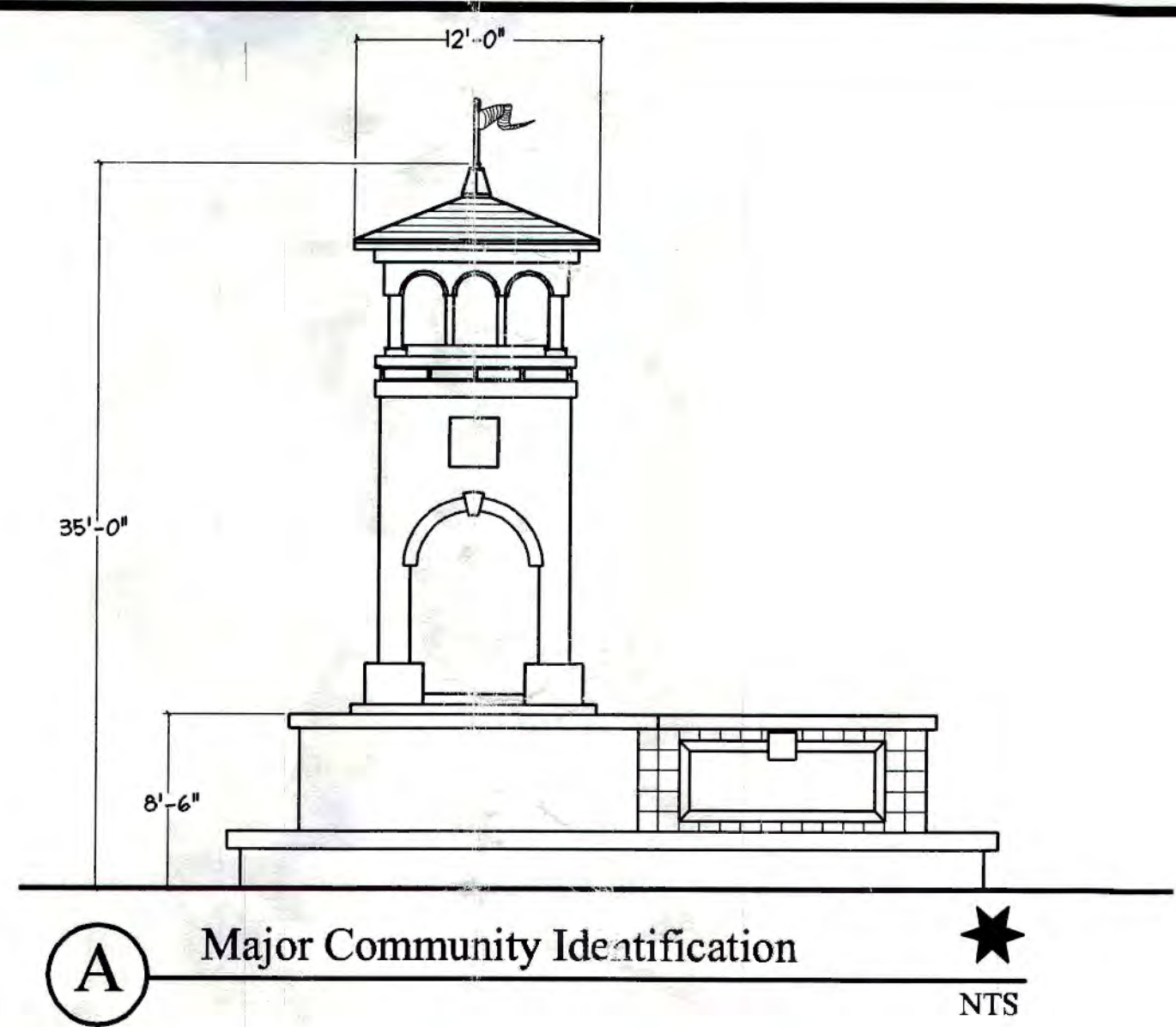
# Attachment “B”

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## Vista Lakes Master Sign Plan

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### Key:

Symbol	Sign Type	Sign Description	Maximum Copy Area
A ★	MAJOR COMMUNITY IDENTIFICATION	Vertical tower landmark and 12' sign wall and logo with theme planting	55 SF
2 B ★	SECONDARY COMMUNITY IDENTIFICATION	8' ground sign with vertical 12' sign wall and logo with theme planting	20 SF/SIGN
C ◆	NEIGHBORHOOD IDENTIFICATION	8' ground sign with vertical 12' sign wall and logo with theme planting	27 SF/SIGN
1 D ■	LARGE IDENTIFICATION SIGN	8' sign for community identity	55 SF/SIGN
1 E ■	SMALL IDENTIFICATION SIGN	5' ground sign double sided	16.5 SF/SIGN
F ●	TOWN CENTER IDENTIFICATION	8' ground sign with community logo	33 SF/SIGN
G ●	NEIGHBORHOOD GATEWAY IDENTIFICATION	Vertical tower and logo sign wall	27 SF/SIGN
1 H +	PUBLIX IDENTIFICATION SIGN	13' 8" sign wall w/ Publix logo	50 SF/SIGN

\* SIGN LOCATED ON BOTH SIDES OF NEIGHBORHOOD ENTRY

● DENOTES AREAS REVISED

### Notes:

- SIGN DETAILS SHALL COMPLY WITH CHAPTER 64 - SIGNS, UNLESS OTHERWISE NOTED.
- PROPOSED SIGN LOCATIONS ARE APPROXIMATE. ACTUAL CONDITIONS MAY DICTATE PRECISE SIGN LOCATIONS.
- SIGNS WILL BE PERMITTED BY THE CITY OF ORLANDO.
- DIRECTIONAL SIGNAGE IS SUBJECT TO CITY CODE.
- SIGN ELEVATIONS ARE SHOWN FOR DIMENSIONS ONLY AND ARE SUBJECT TO CHANGE.
- NEIGHBORHOOD ID SIGN LOCATIONS ARE SUBJECT TO FINAL PLAN.
- DESIGN OF CUSTOM STREET AND REGULATORY SIGNS ARE BASED ON CITY APPROVAL.

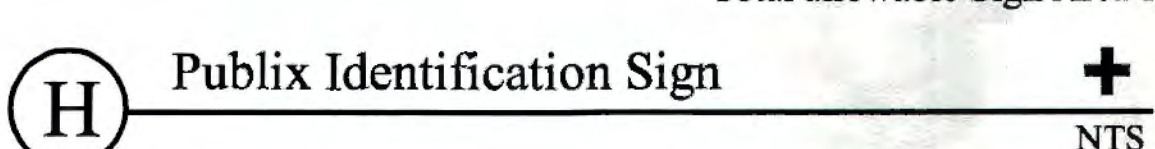
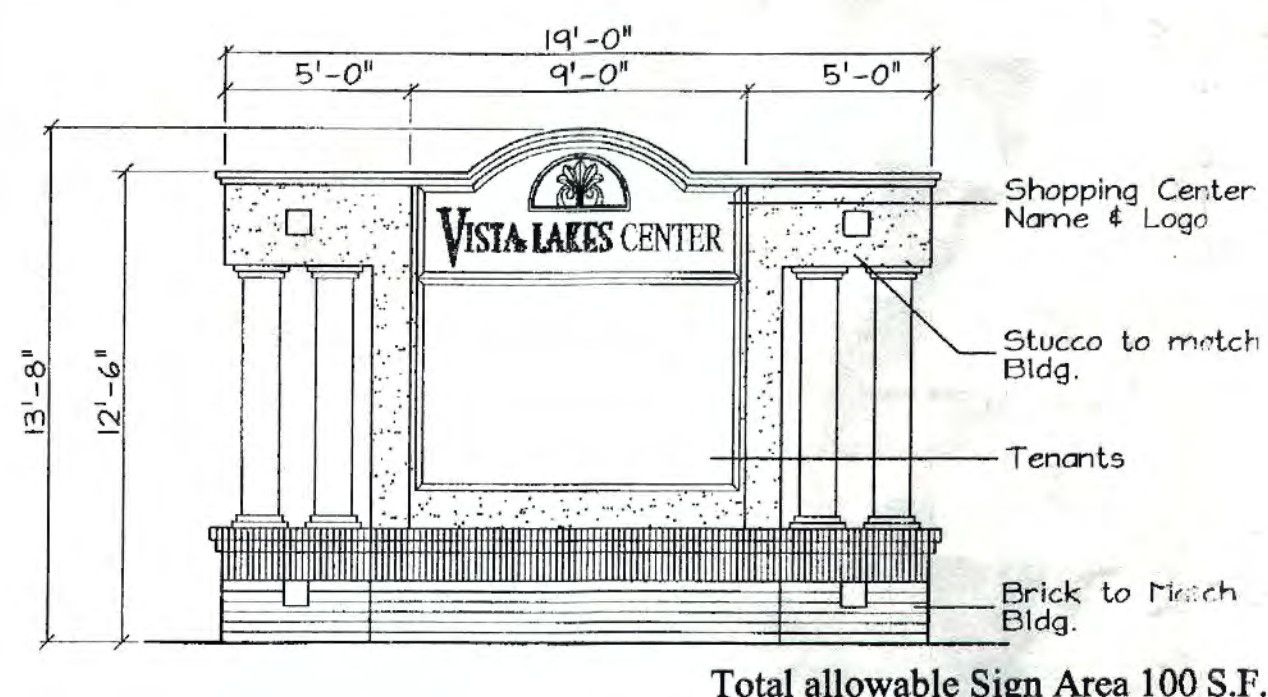
### SIGNATURE BLOCK

This Amendment to the Master Plan for MPB Case ZON1999-00212 has been reviewed and found to be in compliance with the Amendment to the Master Plan approved by City Council on (date) (documentary number).

Acknowledged:

Planning Official's Signature

Date 7-17-2003





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# Attachment “C”

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Sign Plan Amendment  
Documents

---



## Digital application instructions

We use a digital application (everything is scanned and emailed to us, no paper deliverables). Complete page 2 of the application, scan in and save pages 1 & 2 as a PDF and email them to the [CityPlanning@Orlando.gov](mailto:CityPlanning@Orlando.gov) email address provided at the bottom of page 1...

The receiving secretary will reply to your email and will ask how you intend to pay the \$275 determination application fee. Once she's received proof of payment, she'll send you instructions on how to digitally upload the remainder of the application. For that, we'll need:

- 1) a detailed project description of what you're wanting to do;
- 2) drawing(s) of proposed S. Chickasaw Trl. entry signs;
- 3) site plan & photos illustrating where proposed sign(s) will be located within the Vista Lakes development; and
- 4) affidavit, to be signed by applicant and Vista Lakes CDD representative.

Upload all that using the instructions that the receiving secretary will provide you, as scanned PDFs, divided into a documents folder (application, anything textual) and a drawings folder (site plans, sign elevations). Give us 2 weeks to distribute and review and we'll get a letter to you, so you can apply for necessary sign permits.





# Application for Planning Development Review

## Project Information

<b>Review Board:</b> BZA MPB TRC SETDRC CVDRC BPTDRC			<i>Admin. only</i>
<b>Application Type:</b>		<b>Administrative:</b>	
Abandonment	Planned Development	Administrative Master Plan	
Annexation	Planning Official Appeal	Modification of Standards	
Conditional Use	Rezoning (Initial)	Determination:	
DRI	Rezoning (Non-PD)	Alcoholic Beverage	Final Site Plan
GMP: Map Amend.	Street Name Change	Dog-Friendly Dining	Mobile Vendor
GMP: Text Amend.	Variance	Donation Bin	Temp. Use
Master Plan	Zoning Official Appeal	Determination Appeal	Other
<b>Subdivisions:</b>			
Major Plat	Platting Exemption	Plat with MODS	
Minor Plat	Revert to Original Plat	Final Plat	
Project Name: _____			
Property Address/Location: _____			
Parcel Identification Number: _____			
Project Description: _____			
_____			
_____			
_____			
<b>STAFF ONLY:</b>			
		MTG case number: _____	
Pre-application meeting verification <i>(required for all requests, except most Determinations and Modifications of Standards)</i>		Date	Total application fee

NOTE: please e-mail pages 1 & 2 to [CityPlanning@Orlando.gov](mailto:CityPlanning@Orlando.gov)



## Page 2 – completed by applicant

Property Owner Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Person Uploading Digital Plans: \_\_\_\_\_

Company & Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail address: \_\_\_\_\_

*Note: communication with the Digital Plans system ("ProjectDox") will start with the Digital Plans Uploader. That person can then add in others to be included in the communications chain.*

Applicant (if different from above): \_\_\_\_\_

Company & Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Primary Contact (if different from above): \_\_\_\_\_

Company & Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail address: \_\_\_\_\_

### Certification

By my signature below, I certify that the information contained in this application is true and correct, to the best of my knowledge, at the time of the application.

\_\_\_\_\_  
Applicant signature

\_\_\_\_\_  
Date

NOTE: please e-mail pages 1 & 2 to [CityPlanning@Orlando.gov](mailto:CityPlanning@Orlando.gov)



# Digital Plans Supplement

Items on this list must be uploaded to  
[plans.cityoforlando.net/ProjectDox](http://plans.cityoforlando.net/ProjectDox)

In addition to the main application form, the below items may be required to complete your application submission. Unless waived by staff, please upload these items to the website above. Important note: every sheet of your plans/drawings, including site plans, elevations, etc. must be uploaded as an **individual file**, and the file name should describe the content of that file (and include the page number, if applicable). Multi-page documents such as project narratives, traffic studies, ownership affidavits, etc. do not have to be split off as individual files.

Please ensure you upload all required items before the posted deadline to stay on your targeted board meeting cycle.

<b>Upload Requirements List</b>	Upload this list (all pages), as it will show City staff which items were required and which were waived.
<b>Project Description</b>	<p>Description of the proposed development, including the existing condition of subject property and the character of the surrounding area. The project description should include:</p> <ul style="list-style-type: none"> <li>• Purpose of the proposed development and its relationship to surrounding properties.</li> <li>• <del>Identify how the proposed development is consistent with the City's Growth Management Plan.</del></li> <li>• <del>Identify why the proposed use is appropriate in the proposed location.</del></li> <li>• Any proposed strategies to minimize impacts on the surrounding area.</li> </ul>
<b>Boundary (and/or) Topographic Survey</b>	<p><del>Boundary survey must show all existing improvements on the property and certified by the surveyor, drawn to scale.</del></p> <p><del>Topographic survey must show the existing contours at one-foot intervals, as delineated by U.S. Geological Survey maps or other expert evaluation and extending 50 feet beyond the property boundaries or to the centerline of the road.</del></p>
<b>Development Plan</b>	<p><del>Development Plan consistent with the checklist available on the website below:</del>  <a href="http://www.cityoforlando.net/city-planning/planning-and-review-process/application-forms">http://www.cityoforlando.net/city-planning/planning-and-review-process/application-forms</a></p>
<b>Ownership Affidavit</b>	Required regardless of applicant's relationship to property owner. Fill in all blanks and ensure <u>each signature</u> is notarized. Please ensure you have received the right type of form(s) for the property's ownership (Individual; Husband & Wife; Business; or Trust).
<b>Verified Legal Description Form</b>	<p><del>The City of Orlando Verified Legal Description Form must be completed. The legal description cannot be attached to the form—it must be <u>printed</u> on the form in 10 point Arial font, with 1/2" side margins, in ALL CAPS. If multiple pages are required, please use multiple copies of the form and number the pages Page ___ of ___.</del></p>





# AFFIDAVIT

## FOR LAND DEVELOPMENT

### BUSINESS OWNERSHIP

- |                                                      |                                               |
|------------------------------------------------------|-----------------------------------------------|
| <input type="checkbox"/> Municipal Planning Board    | <input type="checkbox"/> Baldwin Park TDR     |
| <input type="checkbox"/> Board of Zoning Adjustment  | <input type="checkbox"/> Southeast TDR        |
| <input type="checkbox"/> Historic Preservation Board | <input type="checkbox"/> Creative Village DRC |
| <input type="checkbox"/> Appearance Review Board     |                                               |

I, \_\_\_\_\_ ("Applicant"), being sworn and under oath, say:

1. That I have full authority to execute this Owner's Affidavit on behalf of the below-named Owner.
2. That I am the authorized representative of the Owner, requesting land development approval on the real property located at (Property Address) \_\_\_\_\_.
3. That the Owner has given full and complete permission for me to act on its behalf to seek the land development approval as set out in the accompanying application(s).
4. That the Owner has fee simple ownership in the property described in the attached legal description(s).

I further state that I am familiar with the nature of an oath and with the penalties as provided by federal and state law for falsely swearing to statements made in a document of this nature, and understand that any and all land development approval by the City of Orlando on the real property described herein may become null and void for falsely swearing to statements made in this Affidavit. I further certify that I have read and understand this Affidavit.

#### APPLICANT:

\_\_\_\_\_  
Applicant signature  
Print name: \_\_\_\_\_

State of \_\_\_\_\_  
County of \_\_\_\_\_

Sworn to and Subscribed before me this \_\_\_\_\_  
day of \_\_\_\_\_, 20\_\_\_\_, by  
\_\_\_\_\_, the Applicant, who is  
personally known to me or has produced  
\_\_\_\_\_, as identification.

\_\_\_\_\_  
Notary Public  
My commission expires: \_\_\_\_\_  
[NOTARY STAMP]

#### OWNER:

\_\_\_\_\_  
Property Owner signature  
By: \_\_\_\_\_  
Print name: \_\_\_\_\_  
Title: \_\_\_\_\_

State of \_\_\_\_\_  
County of \_\_\_\_\_

Sworn to and Subscribed before me this \_\_\_\_\_  
day of \_\_\_\_\_, 20\_\_\_\_, by  
\_\_\_\_\_, the Applicant, who is  
personally known to me or has produced  
\_\_\_\_\_, as identification.

\_\_\_\_\_  
Notary Public  
My commission expires: \_\_\_\_\_  
[NOTARY STAMP]



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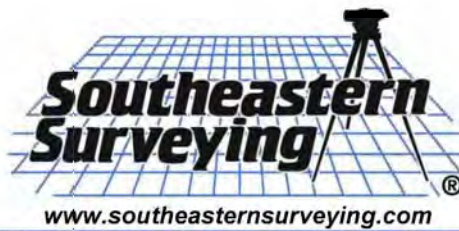
# Attachment “D”

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## Survey Fee Proposal

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**Corporate Office**

6500 All American Blvd.  
Orlando, Florida 32810  
P: 407.292.8580

**Northwest Florida**

1130 Highway 90  
Chipley, FL 32428  
P: 850.638.0790

**Northeast Florida**

8641 Baypine Rd.  
Suite 5  
Jacksonville, FL 32256  
P: 904.737.5990

**Southwest Central Florida**

10770 N 46th St.  
Suite C-300  
Tampa, FL 33617  
P: 813.898.2711

**South Central Florida**

10 East Lake St.  
Kissimmee, FL 34744  
P: 407.944.4880

**West Central Florida**

119 West Main St.  
Tavares, FL 32778  
P: 352.343.4880

**North Central Florida**

2860 Hwy 71 N  
Suite C  
Marianna, FL 32446  
P: 850.482.0312

**Southeast Alabama**

355 N. Oates St.  
Suite 5  
Dothan, AL 36303  
P: 334.648.0288

February 19, 2021

Via E-mail: [david@pegasusengineering.net](mailto:david@pegasusengineering.net)

Mr. David W. Hamstra, P.E., CFM  
Stormwater Department Manager  
Pegasus Engineering, LLC  
301 West State Road 434, Suite 309  
Winter Springs, Florida 32708  
407-992-9160

**RE: Vista Lakes Entrance Monument at Chickasaw Trail  
8637 Hastings Beach Boulevard, Orlando, Florida 32829  
Section 24, Township 23 South, Range 30 East, Orange County, Florida**

Dear Mr. Hamstra,

We are pleased to submit our proposal for Surveying Services on the above-referenced project.

**SCOPE OF WORK:**

Provide Surveying Services to meet the Standards of Practice as prescribed by the Florida Board of Professional Land Surveyors in Chapter 5J-17 FAC, Section 472.027 of the Florida Statutes. The survey will include the following:

**TASK I - Topographic Survey**

1. Locate all improvements and utilities, as evidenced by above ground features, or as marked by the Utility Owners representative and SSMC personal in **Task II**.
2. Obtain spot elevations on natural ground and existing improvements suitable for interpolation of one-foot contours to be shown on the final drawing.
3. Establish the location of the right-of-way lines based on a combination of sectional monumentation, existing right-of-way monumentation and a review of parcel descriptions as found on the Seminole County Property Appraisers Site.
4. Establish a minimum of two (2) site benchmarks relative to North American Vertical Datum of 1988 (NAVD88).
5. Horizontal control will be relative to Florida State Plane Coordinate System, East Zone, North American Datum of 1983 (NAD83).
6. Topographic coverage will be limited to the area described as follows: bounded by the back of the curb and gutter along Chickasaw Trail, the existing brick wall associated with the Newport Subdivision monument structure, and the chain link fence associated with the existing wet pond.

**TASK II - Utility Designation and Mast Arms**

1. Horizontally locate and field mark (paint & flags) all public subsurface utility mains found excluding service lines within the area outlined in yellow on the aerial exhibit provided by Pegasus Engineering, LLC via email on September 24, 2020.
2. Coordinate Sunshine 811 and utility locates to include supplemental calls to each locator to expedite the field marking of each subsurface utility as required by law.



### **ADDITIONAL SERVICES**

Any service not explicitly provided for in the above scope will be billed as additional services and will be performed at our then current hourly rates as provided for in **Exhibit A**.

### **INFORMATION PROVIDED BY CLIENT**

SSMC shall be entitled to rely on the completeness and accuracy of all information provided by the Client or the Client's consultants or representatives.

### **DELIVERABLE**

The final product will be two (2) certified prints, and an electronic file for your use and a field drafted plan sheet or utility designation field sketch(s) as well as test hole reports/sketches of the project area reflecting all pertinent data for your use.

### **DELIVERY**

All documents will be sent to the client or the client's representative(s) via **USPS**. If overnight shipping is requested or required by the client or the client's representative(s), then said charges would appear as a separate item on our invoice unless we are provided with the client's overnight carrier account number for shipping.

### **PROJECT TIMELINE**

We anticipate the completion of the above-described work within **three (3) weeks** after receipt of a written notice to proceed.

### **Utility Terms and Conditions**

It is understood that the Pegasus Engineering, LLC contractor is responsible to abide by Sunshine 811, Florida State Statutes Chapter 556.106 and all applicable laws, and regulations that pertain to the services provided.

Pegasus Engineering, LLC will make available all plans and utility records that have been obtained for this site. However, the information provided by Pegasus Engineering, LLC is also dependent upon a Sunshine 811 request for utility owners and/or their representatives to mark their buried underground plant at the project site as required by law. Southeastern Surveying and Mapping Corporation (SSMC) has a right to rely on the accuracy of such plans and utility records and will notify Pegasus Engineering, LLC if there are any patently or reasonably identifiable defects in the documents.

Pegasus Engineering, LLC is aware that due to the inherent uncertain nature of subsurface utilities, including but not limited to deficient or misrepresentation of prints, SSMC cannot guarantee that all subsurface utility lines will be accounted for. SSMC will ensure that all reasonable efforts are made to identify the location of said underground utilities and provide the best available information within the project area with the use of Ground Penetrating Radar, Electronic Line Locating Equipment and Vacuum Excavation methods, as needed. Additional research will only be conducted by SSMC if requested in writing by Pegasus Engineering, LLC.

In accordance with the Underground Facility Damage Prevention and Safety Act, the Design Engineer shall perform sufficient Utility Coordination with the Utility providers in this location to affirm the information from SSMC's efforts and confirm that no other subsurface utility is possibly undetected by these efforts.

SSMC shall not be held liable for any latent or unreasonably discoverable utilities in the project area. Furthermore, in the event of a claim regarding the services provided in the proposal, SSMC shall have liability for reasonable and necessary defense costs to the extent caused by SSMC's negligence.

**M.O.T.** will be used only if necessary and these invoice charges will be an addition to the total per day rate and reflected on our invoice to you.

**Note:** If permitting is required for said work, these charges will also be additional and reflected on our invoice to you.



Mr. David W. Hamstra, P.E., CFM  
Vista Lakes Entrance Monument at Chickasaw Trail  
February 19, 2021

**Note:** Any additional overlaying or restoration of pavement, other than the replacement of materials removed and cold patched, will be the responsibility Pegasus Engineering, LLC.

**Note:** All utility sizes given are outside diameter unless otherwise specified and are approximate only due to uncontrollable field conditions that may be encountered during excavation.

#### **EXPENSES AND FEES**

Our fee for the above-referenced work will be as follows:

<b>TASK I – Topographic Survey:</b>	<b>\$ 1,832.00</b>
<b>TASK II – Subsurface Utility Designation:</b>	<b><u>\$ 1,335.00</u></b>
<b>Anticipated Total:</b>	<b>\$ 3,167.00</b>

#### **Credit Language**

Payment is expected within thirty (30) days from the date of the invoice.

#### **Credit Card Convenience Fee**

SSMC is committed to providing a range of payment options to our clients. Credit Card payments made via phone will result in a Convenience Fee. A Convenience Fee of \$25 will be applied to Credit Card payments. We will continue to offer other payment methods, including cash, paper checks, and electronic check payments (ACH), which carry no additional charge.

We appreciate the opportunity to provide these services to you. Please contact me if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read 'R. Johnson'.

Ryan E. Johnson, PSM  
Project Manager

REJ:gac



Mr. David W. Hamstra, P.E., CFM  
Vista Lakes Entrance Monument at Chickasaw Trail  
February 19, 2021



If the above scope, period of service, and method of compensation meets with your approval, please have an authorized person execute below and send via email to [contracts@southeasternsurveying.com](mailto:contracts@southeasternsurveying.com) as an official notice to proceed along with the notice of commencement. **Fees and times stated in this agreement are valid for six months from the date of the proposal.**

**CLIENT AUTHORIZATION**

I declare that I am authorized to sign the binding contractual document. I also declare that I have read, understand, and accept this proposal.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title (if any)



**EXHIBIT "A"**

**HOURLY RATES**

<b>Professional Surveyor &amp; Mapper</b>	<b>\$143.00/per hour</b>
<b>Project Manager</b>	<b>\$143.00/per hour</b>
<b>Senior Technician</b>	<b>\$106.00/per hour</b>
<b>CAD Technician</b>	<b>\$ 95.00/per hour</b>
<b>2 Person Survey Field Crew</b>	<b>\$143.00/per hour</b>
<b>3 Person Survey Field Crew</b>	<b>\$181.00/per hour</b>
<b>4 Person Survey Field Crew</b>	<b>\$206.00/per hour</b>
<b>2 Person SUE Field Crew</b>	<b>\$198.00/per hour</b>
<b>3 Person SUE Field Crew</b>	<b>\$251.00/per hour</b>



These standard terms and conditions ("STCS") are incorporated by reference into the foregoing proposal, along with any future modifications or amendments (the "Agreement") between Southeastern Surveying and Mapping Corporation ("SSMC") and its Client ("You" or "Your") for the performance of surveying services ("Services"). These STCS are fully binding upon you just as if they were fully outlined in the body of the proposal letter and shall supersede any term or provision elsewhere in the agreement in conflict with these STCS.

#### SCOPE OF SERVICES

For the fee outlined in the Agreement, you agree that SSMC shall only be obligated to render the Services expressly described in the Agreement. Unless the Agreement explicitly requires, in no event does SSMC have any obligation or responsibility for:

- The correctness and completeness of any document which was prepared by another entity.
- The correctness and completeness of any drawing prepared by SSMC, unless it was duly signed and sealed by a registered professional on SSMC's behalf.
- Favorable or timely comment or action by any governmental entity on the submission of any construction documents, land use or feasibility studies, appeals, petitions for exceptions or waivers, or other requests or documents of any nature whatsoever.
- Taking into account off-site circumstances other than those clearly visible and actually known to SSMC from on-site work.
- The actual location (or characteristics) of any portion of a utility that is not entirely visible from the surface.
- Site safety or construction quality, means, methods, or sequences.
- The correctness of any geotechnical services performed by others, whether or not performed as SSMC's subcontractor.

Should shop drawing review be incorporated into the Services, SSMC shall pass on the shop drawings with reasonable promptness. Checking and approval of shop drawings will be general, for conformance with the design concept of the project to which this Agreement relates ("Project") and compliance with the information given in the construction documents, and will not include quantities, detailed dimensions, nor adjustments of dimensions to actual field conditions. Approval shall not be construed as permitting any departure from contract requirements, nor as relieving the Contractor of the sole and final responsibility for any error in details, dimensions, or otherwise, that may exist. **SSMC does not provide legal, accounting, or insurance services.**

#### YOUR ORAL DECISIONS

You, or any of your directors, officers, partners, members, managers, employees or agents having apparent authority from you, may orally: (a) make decisions relating to Services or the Agreement; (b) request a change in the scope of Services under the Agreement; or (c) request SSMC to render additional services under the Agreement, subject to our right to require you to submit the request in writing before your decision or request shall be considered to have been effectively made. You may, at any time, limit the authority of any or all persons to act orally on your behalf under this Paragraph, by giving SSMC seven (7) days advance written notice.

#### STANDARD OF CARE

The standard of care for all professional services performed by SSMC under this Agreement shall be the skill and care used by members of SSMC's profession practicing under similar circumstances at the same time and in the same locality.

#### PAYMENT

SSMC may submit invoices at any time to you for Services and reimbursable expenses incurred. Invoices are payable within 30 days of the invoice date. Invoices may be based either upon our estimate of the proportion of the total services completed at the time of billing for lump sum or fixed fee services, or in the case of hourly services, upon rendering of the Services. If any invoice is not paid within 30 days of the invoice date, SSMC shall have the right either to suspend the performance of our Services until all invoices more than 30 days past due are fully paid or to terminate the agreement and to initiate proceedings to recover amounts owed by you. Additionally, SSMC shall have the right to withhold from you the possession or use of any drawings or documents prepared by SSMC for you under this or any other agreement with you until all delinquent invoices are paid in full. You shall not offset payments of our invoices by any amounts due or claimed to be due for any reason. If you do not give SSMC written notice disputing an invoice within 20 days of the invoice date, the invoice shall conclusively be deemed correct. All payments made by you should specify the invoice numbers being paid. If SSMC receives payments that do not specify the invoices being paid, you agree that SSMC may apply payments in our sole discretion. Time is of the essence of your payment obligations, and your failure to make full and timely payment shall be deemed a material breach.

#### PROPRIETARY RIGHTS

The drawings, specifications and other documents prepared by SSMC under this Agreement are instruments of SSMC's service for use solely for the Project and, unless otherwise provided, SSMC shall be deemed the author of these documents and shall retain all common law, statutory, and other reserved rights, including the copyright and rights to any SSMC trademarks. You shall be permitted to retain copies, including reproducible copies of SSMC's instruments of service for information and reference for the Project. SSMC's drawings, specifications, or other documents shall not be used by you or others on other projects for any reason or for completion of this Project by other professionals unless you enter into a written agreement with SSMC allowing for such use. Submission or distribution of documents to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication inconsistent with our reserved rights.

#### TERMINATION

Either party may terminate the Agreement if the other party materially breaches the Agreement. You shall immediately pay SSMC for our services rendered and expenses incurred through the termination date, including fees and expenses that SSMC incur as a result of the termination.

#### ASSIGNMENT

Neither party shall assign or transfer any rights, interests or claims arising under this Agreement without the written consent of the other. This Agreement shall not confer any benefit or right upon any person or entity other than you, SSMC, and its officers, employees, agents, and subcontractors. SSMC's officers, employees, agents, and subcontractors shall have and shall be entitled to the protections afforded SSMC under this Agreement.

#### GOVERNING LAW

This Agreement shall be interpreted under and governed by the laws of the State of Florida. The parties agree that the courts of Orange County, Florida, and the US District Court of the Middle District of Florida (Orlando Division) shall have exclusive jurisdiction over any controversy. The parties consent to the jurisdiction of the Courts and waive any objection either party might otherwise be entitled to assert regarding jurisdiction. The parties irrevocably waive all right to trial by jury in any action, proceeding, or counterclaim arising out of or related to this Agreement.

#### SEVERABILITY

If any part, term, or provision of this agreement is held to be illegal or unenforceable, the validity and enforceability of the remaining parts, terms, and provisions of this agreement shall not be affected, and each party's rights shall be construed and enforced as if the agreement did not contain the illegal or unenforceable part, term, or provision.

#### LIMITATIONS ON LIABILITY

SSMC's liability for any loss, property damage or bodily injury of or to you caused in whole or in part by SSMC in the performance of this Agreement, or in the performance of any supplementary services in any way related to this Agreement, shall be limited in the aggregate to the amount of fees that you have paid to SSMC for the Services. The parties intend that the preceding limitation on liability shall apply to all claims, whether sounding in tort, in contract, in warranty or otherwise. You release, waive, and shall not seek contribution from, or indemnification by, SSMC for any claims of any nature made against you by any other person who may suffer any loss, property damage or bodily injury in any manner associated with SSMC's services, or SSMC's officers, employees, agents and subcontractors under this Agreement, or any supplementary services in any way related to this Agreement. SSMC shall not be liable to you, in any event or for any amount, for delays, or consequential, special or incidental damages; or punitive or exemplary damages.

#### PAYMENT OF ATTORNEY'S FEES

The losing party shall pay the winning party's reasonable attorney's fees and expenses for the prosecution or defense of any cause of action, claim or demand arising under this Agreement in any court or in arbitration.

#### INDEMNIFICATION

You agree to indemnify and hold SSMC harmless from and against any and all liability, loss, damages, claims, and demands for loss, damages, property damages or bodily injury, arising out of work undertaken on the Project by you, or your contractor, subcontractor or other independent company or consultant employed by you to work on the Project, or their respective partners, members, managers, directors, officers, employees, agents or assigns; or arising out of any other operation, no matter by whom performed, for and on behalf of you, or such contractor, subcontractor or other independent company or consultant, whether or not due in part to errors or omissions by us in the performance of this Agreement, or in the performance of any supplementary service in any way related to this Agreement, provided that you are not required to indemnify and hold SSMC harmless under this Paragraph in the event of SSMC's sole negligence.

#### COMPLETE AGREEMENT

This Agreement contains the entire agreement between the parties concerning the matters covered herein. No prior representations, statements, or inducements made by either SSMC, you, or the respective agents of either, that is not contained in the Agreement shall enlarge, modify, alter, or otherwise vary the written terms of the Agreement unless they are made in writing and made a part of the Agreement by attachment, incorporated by reference in the Agreement or signed or initialed on behalf of both parties.



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# Attachment “E”

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## Pegasus Engineering Fee Proposal

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**MANHOUR and FEE ESTIMATE**  
for  
**VISTA LAKES MONUMENT ENTRANCE STRUCTURE**  
**Design and Permitting Services**

Task Description (Effective Date : March 31, 2021)	Sr. Project Manager (Hamstra, P.E.)	Project Engineer (Whikehart, P.E.)	CADD / GIS Technician (Greenough)	Administrative Assistant (Villanueva)	Task Hours	Task Fees
Schedule of Rates	\$185.00	\$150.00	\$85.00	\$50.00		
Prepare and Issue NTP Letters and Subconsultant Agreements	2			2	4	\$470.00
Coordinate with the Surveyor and Geotechnical Engineer	2				2	\$370.00
Conduct a Site Inspection to Check the Survey Drawings	4		1	1	6	\$875.00
Coordinate with the Monument Structure Contractor		4			4	\$600.00
Prepare a Preliminary Site Layout Plan		12	16		28	\$3,160.00
Prepare and Submit the Building Permit Application to the City	2	12	2	4	20	\$2,540.00
Prepare and Submit the Site Plan Amendment to the City	2	12	2	4	20	\$2,540.00
Address City Review Comments for both Submittals to the City	4	16	8		28	\$3,820.00
Finalize the Site Layout Plan	1	8	12		21	\$2,405.00
Solicit Three (3) Bids / Quotes	2	4			6	\$970.00
Limited Post-Design Services	4	6			10	\$1,640.00
Conduct a Final Site Inspection	4	4			8	\$1,340.00
Project Administration	6			4	10	\$1,310.00
TOTAL HOURS	33	78	41	15	167	
TOTAL LABOR COSTS	\$6,105.00	\$11,700.00	\$3,485.00	\$750.00	\$22,040.00	\$22,040.00
PERCENT BREAKDOWN	27.7%	53.1%	15.8%	3.4%	100.0%	
<b>Breakdown in Fees</b>						
					(1) Total Labor Costs (Pegasus Engineering)	= \$22,040.00
					(2) Reimbursable Expenses	= \$460.00
					(3) Topographic Survey (SSMC)	= \$3,167.00
					(4) Geotechnical Allowance	= \$1,500.00
					<b>TOTAL FEES</b>	= <b>\$27,167.00</b>





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# Attachment “C”

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## River Walk Stormwater Peer Review

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## TECHNICAL MEMORANDUM

To: Vista Lakes Community Development District (CDD) Board of Supervisors

From: David Hamstra, P.E., CFM   
District Engineer

Date: July 26, 2021

Re: River Walk – Master Stormwater System Calculations

Subject: Review Comments #1

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On behalf of the Vista Lakes Community Development District (CDD), and in accordance with our duties and responsibilities as the Vista Lakes CDD District Engineer, comments have been prepared by Pegasus Engineering based on a review of the following documents:

- *Preliminary Geotechnical Engineering Report for the Vista Park PD* prepared by Devo Engineering and dated April 23, 2019.
- *River Walk – Hydroperiod Stations Specific Purpose Survey* prepared by Donald W. McIntosh Associates, Inc. and dated November 2, 2020.
- *River Walk – Master Stormwater Management System Calculations* prepared by Donald W. McIntosh Associates, Inc. and dated March 31, 2021.

It should be noted that our review and the following comments are focused on various issues related to offsite drainage, floodplain management, design and performance of the proposed primary drainage facilities, etc. These comments are not based on a comprehensive review of any and all stormwater design and permitting issues that will inevitably be performed by others.



### Conceptual Permitting

[Informational] We understand that an application (No. 168247-1) for a Conceptual Individual Environmental Resource Permit (ERP) was submitted to the St. Johns River Water Management District (SJRWMD) on April 1, 2021 and that District staff issued a Request for Additional Information (RAI) on April 29, 2021.

Acknowledging that the Master Stormwater System Calculations were prepared specifically for the SJRWMD application for Conceptual ERP, the design criteria for the project should be expanded to include additional criteria that is applicable to future permit approvals by other entities (i.e., City of Orlando), such that the most stringent criteria can be identified.

### Preliminary Geotechnical Engineering Report

1. The City of Orlando's floodplain management criteria is presented within Section 7.04.02 of the Engineering Standards Manual (ESM), and Part 4 provides specific geotechnical requirements for compensating flood storage as summarized below.

*Generally, compensating storage must be calculated between the existing 100-year flood elevation and the wet season water table elevation. The latter elevation must be determined by a qualified geotechnical engineer, and this report shall identify the historical wet season water table; recommend bottom elevations for compensating storage areas; and address the ability of said areas to remain available for floodwater storage.*

Because the compensating flood storage are currently proposed is based on wet season water table elevations as defined by a Hydroperiod Stations Specific Purpose Survey (with hydro nails placed by the project's ecological consultant), the geotechnical engineer should review and compare the "Measured Water Table Elevations and Seasonal High Estimates" that are summarized in Table 11 of the preliminary geotechnical engineering report to show compliance with the City's floodplain management criteria.

### Hydroperiod Stations Specific Purpose Survey

1. A new exhibit that superimposes the hydrostation locations to the geotechnical borings is recommended to assist the geotechnical engineer with the wet season water table elevation comparison as previously discussed.



## Master Stormwater System Calculations

The land area encompassed by the proposed project boundary has been included within several drainage studies as summarized below.

- *East Park Area FEMA Letter of Map Revision* prepared by RS&H and Gemini Engineering and dated July 2012.
- *Vista Lakes Area FEMA Letter of Map Revision* prepared by RS&H and Gemini Engineering and dated May 2012.
- *Technical Memorandum – Little Econlockhatchee River Basin Model Data Migration and Desktop Verification* prepared by Singhofen & Associates and dated January 2016.

These studies should be referenced in the report narrative and discussed in terms of relevance to the proposed project. Drainage patterns, mapping exhibits, peak flow and stage predictions, etc. should be identified and incorporated into the report as applicable, especially as best available information relative to some of the issues that are discussed in the following comments (i.e., offsite inflows, tailwater boundary conditions, etc.)

1. The General Site Information section of the narrative should be expanded to address permitting authority, including, but not limited to the SJRWMD, the City of Orlando, the U.S. Army Corps of Engineers (USACE) and the Florida Department of Environmental Protection (FDEP).
2. The Water Quantity Analysis – Basin Hydrology section of the narrative should be revised to clarify that the post-development curve number of 92 corresponds to residential districts with average lot size of 1/8 acre, which is a conservative assumption relative to the planned conceptual land use which is shown as residential districts with average lot size of 1/4 acre in the calculations provided in Appendix C.
3. The Water Quantity Analysis – Basin Hydrology section of the narrative should be revised to specify rainfall distributions and precipitation totals as published by the SJRWMD (the City of Orlando defaults to the District's criteria).



4. The Water Quantity Analysis – Routing and Hydraulic Computations section of the narrative indicates that initial stages for all wetland and depressional storage areas are based on a mathematical average of normal pool and seasonal high water levels from the Hydroperiod Stations Specific Purpose Survey. The narrative should be revised to clarify how these average elevations compare to the seasonal high water table elevations predicted by the geotechnical engineer, as well as the District's criteria for determining pond control elevations as summarized below.
  - Maximum stage in the receiving water resulting from the Mean Annual 24-hour storm.
  - ~~Mean annual tide for tidal areas.~~
  - Mean annual seasonal high water elevation as estimated by a registered professional using standard hydrological methods based on the site and receiving water characteristics.
5. The Water Quantity Analysis – Routing and Hydraulic Computations section of the narrative indicates that boundary flows were used to simulate inflow from offsite areas at several locations, and that the time to peak flow was assumed in many cases because detailed information for time versus flow could not be obtained from the corresponding permit file. Because time dependency is a critical factor for developing accurate stormwater model predictions, the boundary flows for the offsite areas should be replaced by the actual basins, nodes and links as obtained from the corresponding permit file. Alternatively, the stormwater model input data that was previously permitted could be re-created with new simulations performed to develop time versus flow data that can then be used to better define the boundary flow relationships.



6. The Water Quantity Analysis – Tailwater Determination section of the narrative indicates that stage versus time relationships were developed for the four (4) ultimate outfall locations based on available information obtained from SJRWMD and SFWMD permit files.
  - The summary table should be revised to correlate the ICPR node name to the project name and permit file from which the information was obtained.
  - Additional information should be provided to document how these tailwater relationships were originally developed, and also to demonstrate that the information is still correct. This evaluation should address both the peak tailwater elevation as well as the time to peak, and also explain why some relationships are based on a constant tailwater elevation.
  - The elevation datum for each tailwater relationship should be confirmed, with datum shifts applied if necessary.
7. The Water Quality Analysis – Design Criteria section of the narrative should be revised to explain that the City of Orlando defaults to the District's water quality criteria with a few exceptions as presented in Section 7.04.01 of the City's ESM and as summarized below.

*For wet detention facilities, littoral zone requirements will not be waived in lieu of providing additional permanent pool volume.*

The paragraph under the heading "Permanent Pool" should be revised to address the City's littoral zone requirements, and a pond typical section should be provided to show general dimensional and sloping information, water levels, littoral zone plantings, etc.



8. The Floodplain Storage Analysis – Design Criteria and Methodology sections of the narrative should be revised and expanded to include applicable portions of the City of Orlando's floodplain management criteria from Section 7.04.02 of the City's ESM as summarized below.

*All development within or affected by the 100-year floodplain as delineated on the official Flood Insurance Rate Maps (FIRM), or as determined by the City Engineer, shall comply with the following requirements:*

4. *Compensating storage must be provided for all floodwater displaced by development below the elevation of the 100-year flood. Generally, compensating storage must be calculated between the existing 100-year flood elevation and the wet season water table elevation. The latter elevation must be determined by a qualified geotechnical engineer, and this report shall identify historical wet season water table; recommend bottom elevations for compensating storage areas; and address the ability of said areas to remain available for floodwater storage. Overland connection to the floodplain (no piped connections) is required unless separation between floodplains already exists. Potential compensating storage in stormwater ponds between the maintained water elevation and main control structure elevation shall not be considered unless it can be demonstrated that this volume is available for floodwater storage.*
5. *Special attention must be given to the project area's relationship with the floodplain. An "active" site contributes a pre-development runoff volume in excess of that which is stored on the site during the 100-year storm. A "passive" site contributes a runoff volume less than that which is stored on the site during the 100-year storm. Passive sites must provide special assurances that encroachment is not occurring due to the construction of the development or its ponds. Compensating storage may be claimed in the retention/detention ponds provided it is above the maintained water elevations, and berm elevations are such that the ponds system can be inundated during the 100-year storm and still provide 25-year flood protection.*

Based on the City's floodplain management criteria summarized above, the District's floodplain management criteria, and specifically the exclusion of floodplain impacts based on an upstream drainage area of one (1) square mile or greater, is not applicable and does not govern.



9. The Results – Floodplain section of the narrative should be revised and expanded based on the previous comments related to the City's floodplain management criteria. Additionally, the City's criteria stipulates that floodplain encroachment volume should be quantified between the wet season water level and the 100-year flood elevation, and because those elevations vary across the site, the computations should be developed separately for each of FEMA's Zone AE special flood hazard areas (SFHAs).

10. The following comments pertain to Appendix A – Maps.

- Map A.5 – Flood Map should be revised, or a new exhibit should be prepared, that shows the base flood elevation (BFE) for each of FEMA's Zone AE SFHAs.

11. The following comments pertain to Appendix B – Pre-development Analysis.

- Some items are missing from the legend, including: flow arrows; nodes; links; boundary conditions (these should be emphasized somehow); time of concentration flow path.
- The time of concentration computations assume a roughness coefficient for "woods with light underbrush" of 0.4 for both sheet flow and shallow concentrated flow. Even though the pre-development analysis is predicated on the land cover that existed prior to UXO remediation, a review of historical aerials confirms that land cover did vary across the site and that using different roughness coefficients would seem appropriate.
- A curve number of 98 was used for water surfaces and should be changed to 100.
- Stage-area relationships should be condensed to 1-foot increments.
- The rainfall distribution "Orange" should be replaced with "FL Mod" (Florida Modified).



12. The following comments pertain to Appendix C – Post-development Analysis, and specifically the Stormwater Master Plan Exhibit.

- The current stormwater model nomenclature does not allow for new basins, nodes, links, etc. to be added in the future while still maintaining the current numerical pattern and sequencing.
- For improved clarity, some information should be removed from the plan view, leaving just the pond names in a more bold text.
- Information removed from the plan view could be tabulated on the left side of the exhibit, or alternatively, a new exhibit in a schematic form could be created with the background image and line work for the planned development removed. Flow arrows should be provided on the schematic exhibit showing pond outfalls, wetland flow directions, boundary conditions, etc.
- The boundary conditions for the four (4) ultimate outfall locations are not shown.
- A typical pond section should be provided in place of the note summarizing the proposed side slope grading.

13. The following comments pertain to the remainder of Appendix C – Post-development Analysis.

- A note should be added to clarify that the post-development curve number of 92 corresponds to residential districts with average lot size of 1/8 acre, which is a conservative assumption relative to the planned conceptual land use which is shown as residential districts with average lot size of 1/4 acre.
- At a minimum, unit hydrograph peaking factors of 256 should be increased to 323 for all of the post-development basins.
- Stage-area relationships should be condensed to 1-foot increments.
- The stage-area comment field for ICPR Node DA-01B indicates that a top of bank elevation for this depressional area was artificially raised to coincide with grading for the proposed development. This change was not necessary as ICPR automatically extrapolates with vertical walls above the last data point.



- The rainfall distribution “Orange” should be replaced with “FL Mod” (Florida Modified).

14. The following comments pertain to Appendix D – Floodplain Impacts, and specifically the Floodplain Impact and Compensating Storage Exhibit.

- For improved clarity, some information should be removed from the plan view, including the basin boundaries, basin names, drainage areas, etc.
- The “Area Counted as Upstream Drainage” should be eliminated in favor of quantifying all of the proposed floodplain encroachment pursuant to the City’s criteria as previously discussed.
- The FEMA Zone AE hatch for SFHAs that have different BFEs should be replaced with information specific to each separate location.
- The depth of floodplain impact for the Zone AE SFHAs should be replaced with information for each separate location, specifically the wet season water level and FEMA’s BFE.

15. The following comments pertain to the remainder of Appendix D – Floodplain Impacts.

- In addition to the comments previously discussed, the compensating storage calculations also need to address pond recovery time relative to floodplain staging and the proposed pond top of bank elevation relative to the City’s requirement for an overland flow connection to the floodplain.



16. The following comments pertain to the remainder of Appendix E – Supporting Documentation.

- ICPR node names used in the stormwater analysis for River Walk should be added to the previously permitted computations.
- Additional information should be provided to document how these tailwater relationships were originally developed, and also to demonstrate that the information is still correct. This evaluation should address both the peak tailwater elevation as well as the time to peak, and also explain why some relationships are based on a constant tailwater elevation.
- The elevation datum for each tailwater relationship should be confirmed, with datum shifts applied if necessary.

Please provide a written response to each comment. If you have any questions, or would like to schedule a meeting to discuss these comments, please do not hesitate to contact me directly at 407-992-9160, extension 309, or by e-mail at [david@pegasusengineering.net](mailto:david@pegasusengineering.net).

END OF MEMO

cc: Mark Crosby, SJRWMD (Application No. 168247-1)  
Frank Sebestyen, Vista Lakes CDD Chairman  
Scott Clark, Vista Lakes District Counsel  
Greg Teague, Pegasus Engineering  
Pegasus Project File MSC-22024



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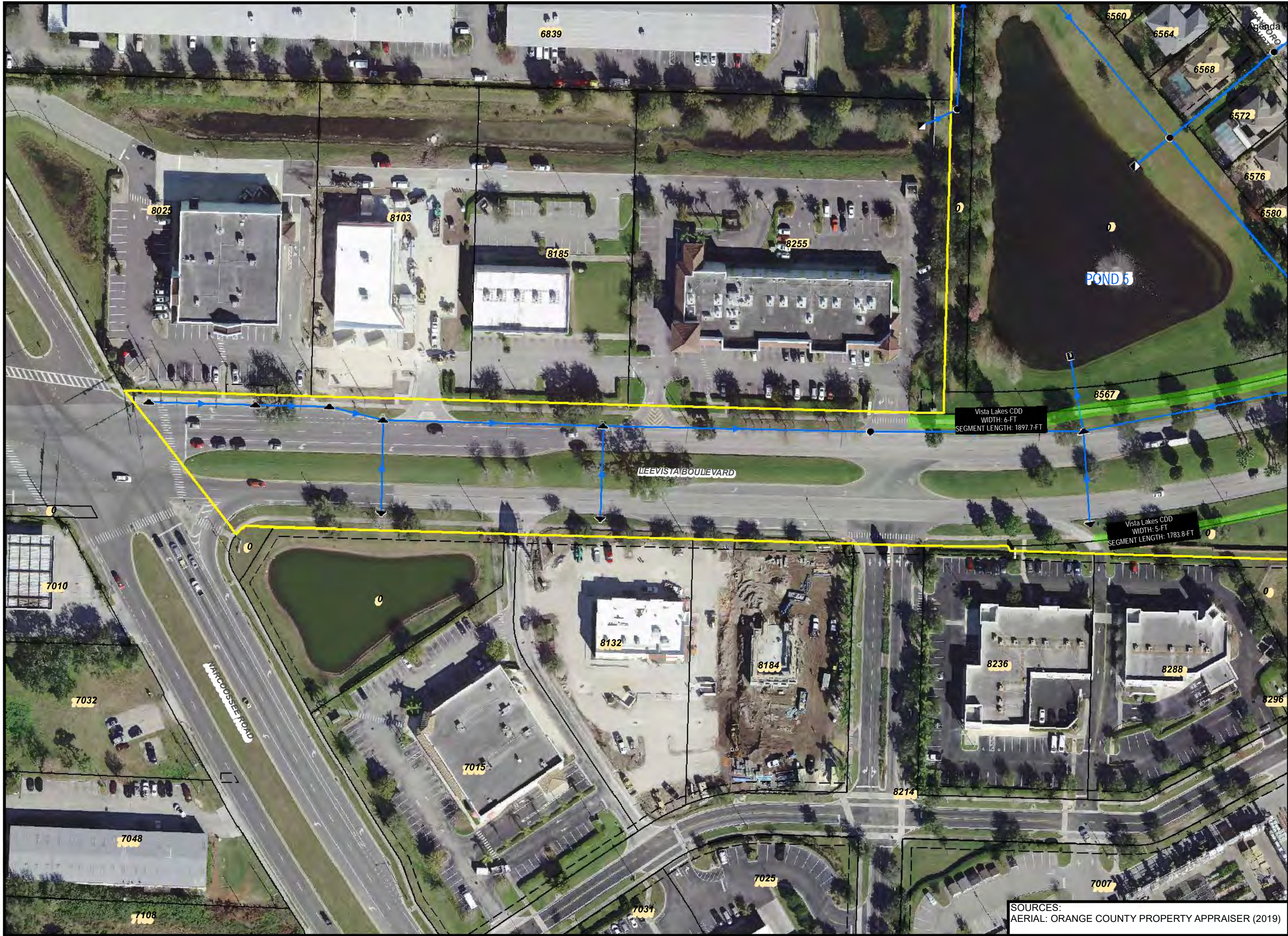
# Attachment “D”

---

## Sidewalk Maintenance

---





**LEE VISTA BOULEVARD  
SIDEWALKS**

VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT  
ORANGE COUNTY, FLORIDA

**Pegasus**  
ENGINEERING  
301 WEST STATE ROAD 434, SUITE 309  
WINTER SPRINGS, FL 32708  
TEL: 407-992-9160 • FAX: 407-358-5155  
WEB: WWW.PEGASUSENGINEERING.NET

JOB NO.: MSC-22024  
DATE: 03-06-2020

SOURCES:  
AERIAL: ORANGE COUNTY PROPERTY APPRAISER (2019)





LEE VISTA BOULEVARD  
SIDEWALKS

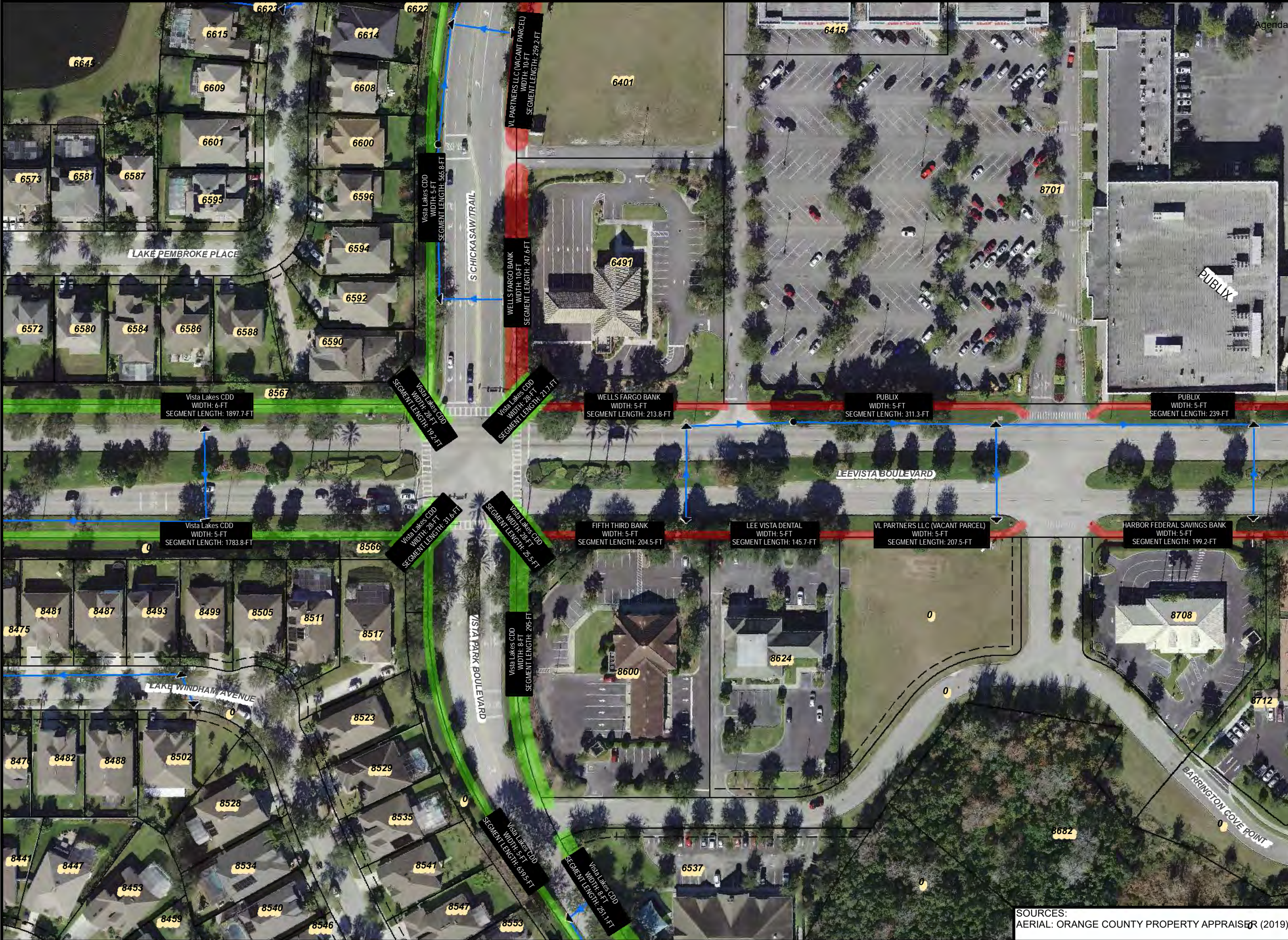
VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT  
ORANGE COUNTY, FLORIDA

**Pegasus**  
ENGINEERING

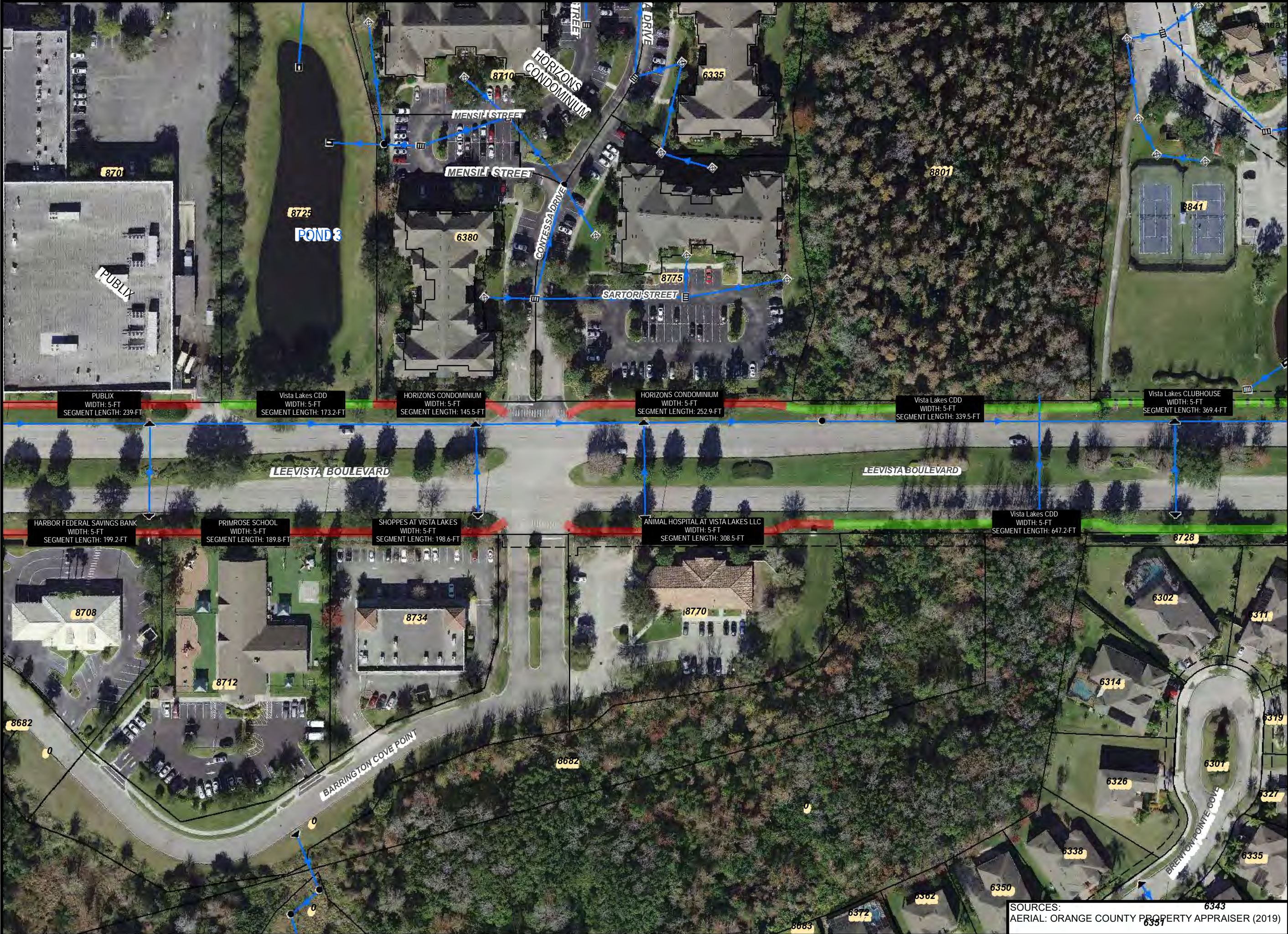
301 WEST STATE ROAD 434, SUITE 309  
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DATE: 03-06-2020









**LEE VISTA BOULEVARD  
SIDEWALKS**

**VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT  
ORANGE COUNTY, FLORIDA**

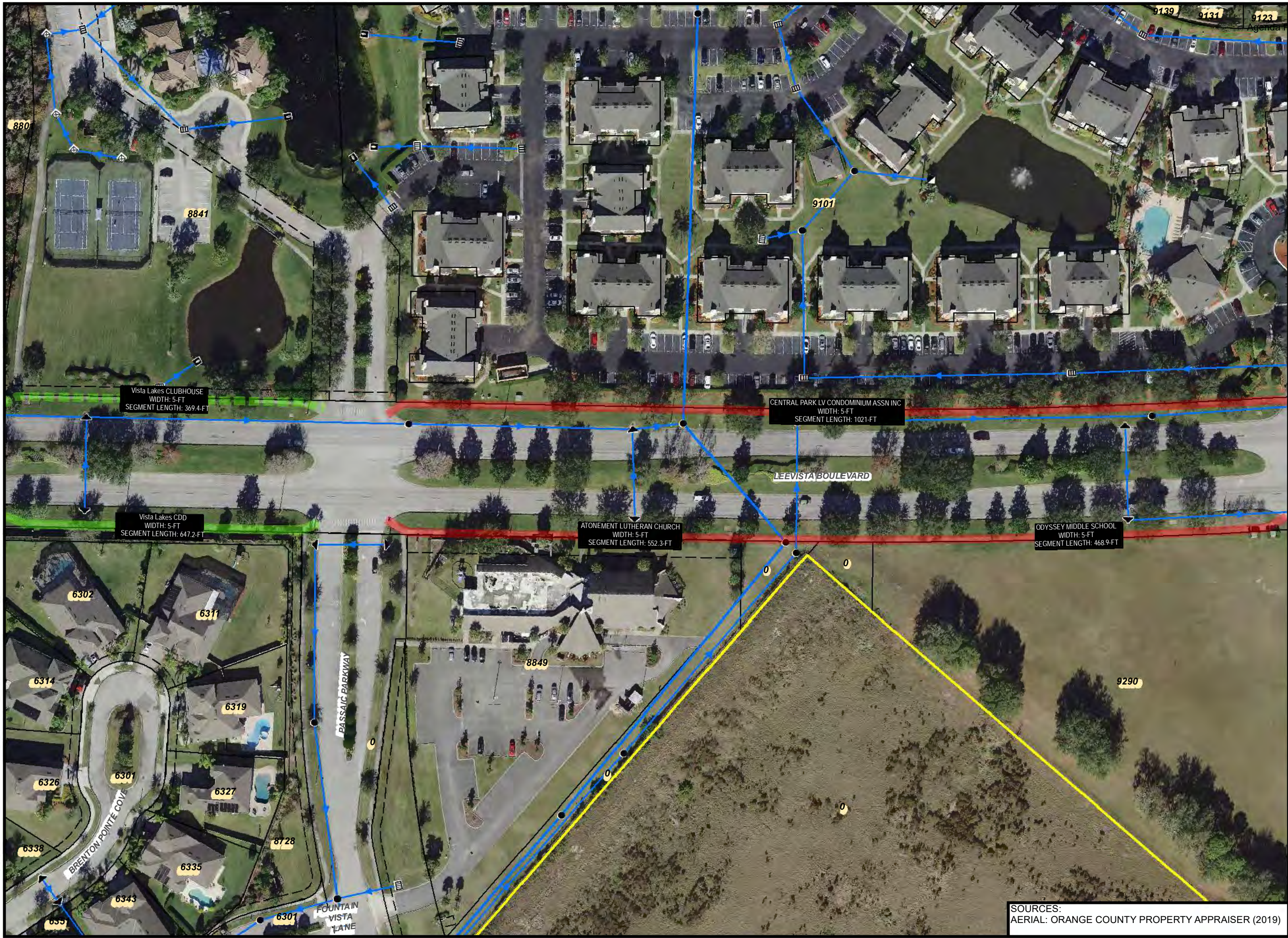
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**LEE VISTA BOULEVARD  
SIDEWALKS**

VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT  
ORANGE COUNTY, FLORIDA

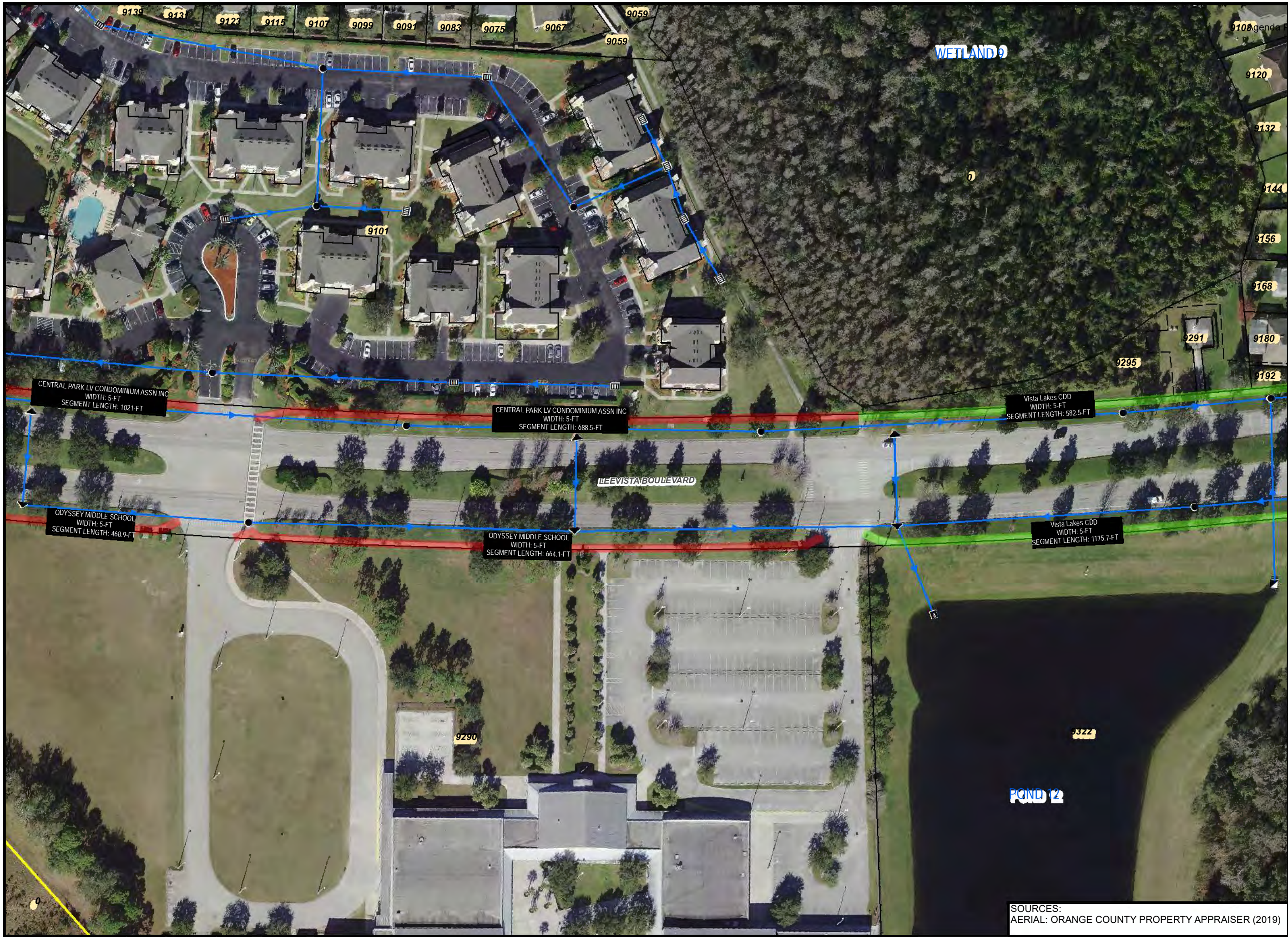
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DATE: 03-06-2020

SOURCES:  
AERIAL: ORANGE COUNTY PROPERTY APPRAISER (2019)





Agenda Page 77

SCALE: 1" = 100'

0 100

VISTA LAKES

LEE VISTA BOULEVARD  
SIDEWALKS

VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT  
ORANGE COUNTY, FLORIDA

**Pegasus**  
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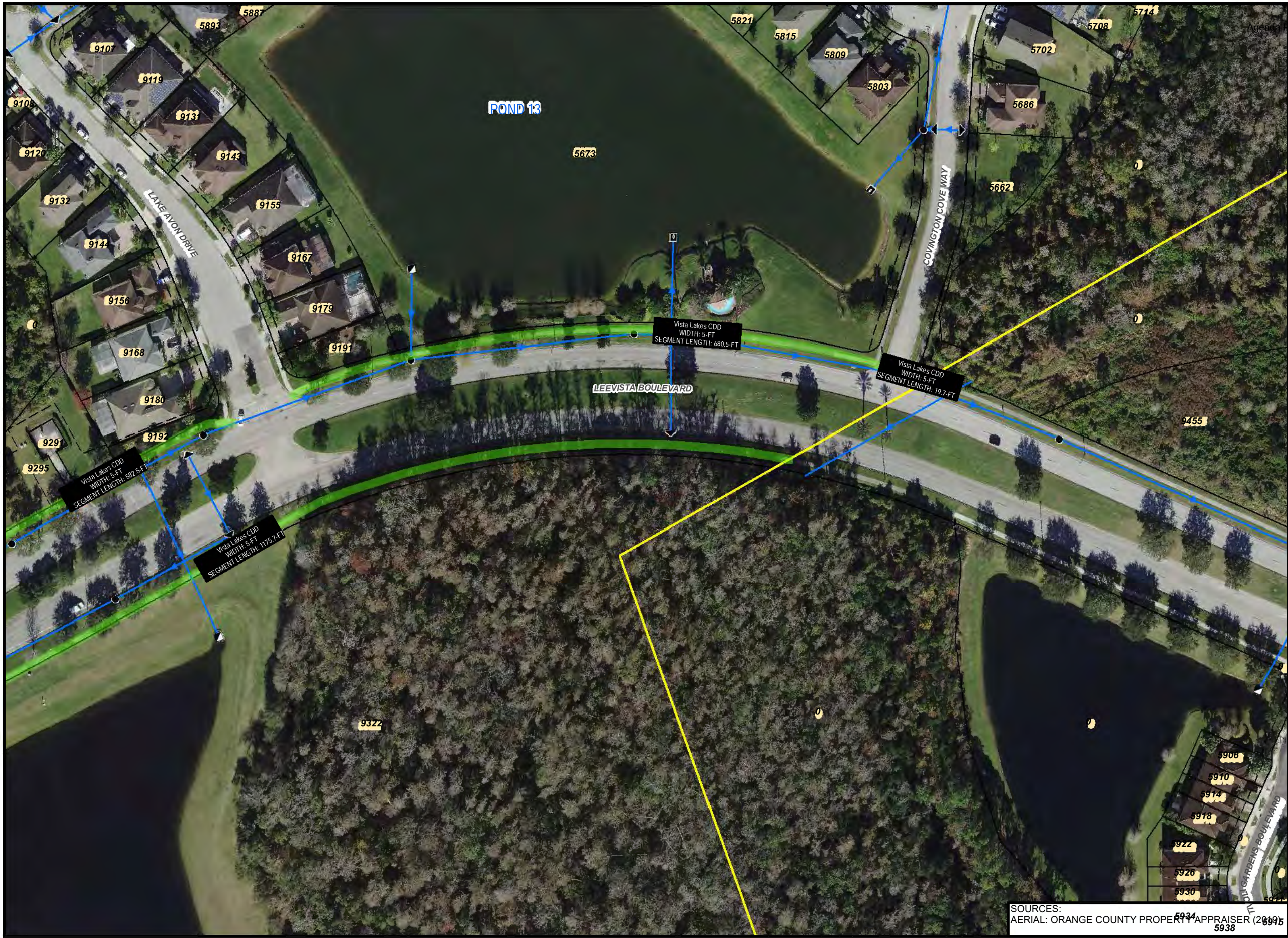
301 WEST STATE ROAD 434, SUITE 309  
WINTER SPRINGS, FL 32708  
TEL: 407-992-9160 • FAX: 407-358-5155  
WEB: WWW.PEGASUSENGINEERING.NET

JOB NO.: MSC-22024  
DATE: 03-06-2020

SHEET  
**6**

SOURCES:  
AERIAL: ORANGE COUNTY PROPERTY APPRAISER (2019)





**LEE VISTA BOULEVARD  
SIDEWALKS**

VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT  
ORANGE COUNTY, FLORIDA

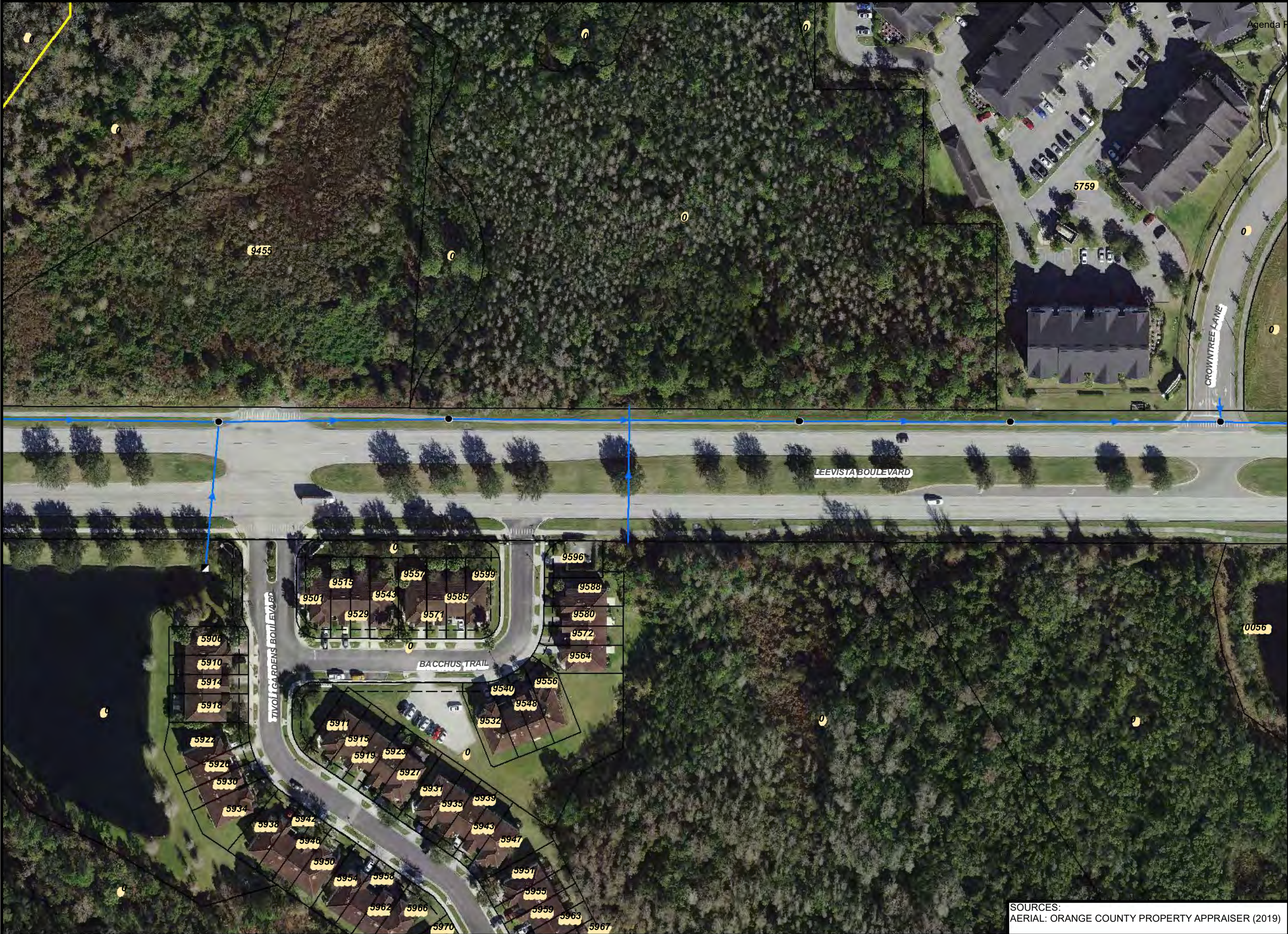
**Pegasus**  
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WEB: WWW.PEGASUSENGINEERING.NET

JOB NO.: MSC-22024  
DATE: 03-06-2020

SOURCES:  
AERIAL: ORANGE COUNTY PROPERTY APPRAISER (2019)  
5934, 5935, 5938





LEE VISTA BOULEVARD  
SIDEWALKS

VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT  
ORANGE COUNTY, FLORIDA

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JOB NO.: MSC-22024  
DATE: 03-06-2020

SHEET

8

SOURCES:  
AERIAL: ORANGE COUNTY PROPERTY APPRAISER (2019)







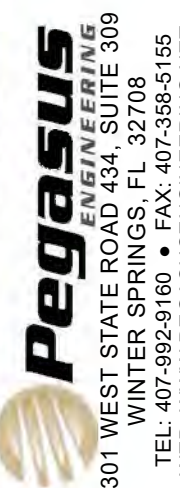






# CHICKASAW TRAIL SIDEWALKS

**VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT  
ORANGE COUNTY, FLORIDA**



OB NO.: MSC-2202  
DATE: 02-19-202

**SHEET**

3

SOURCES: **6335**  
AERIAL: ORANGE COUNTY PROPERTY APPRAISER (2019)





Agenda page 83

SCALE: 1" = 100'

VISTA LAKES

**CHICKASAW TRAIL  
SIDEWALKS**

VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT  
ORANGE COUNTY, FLORIDA

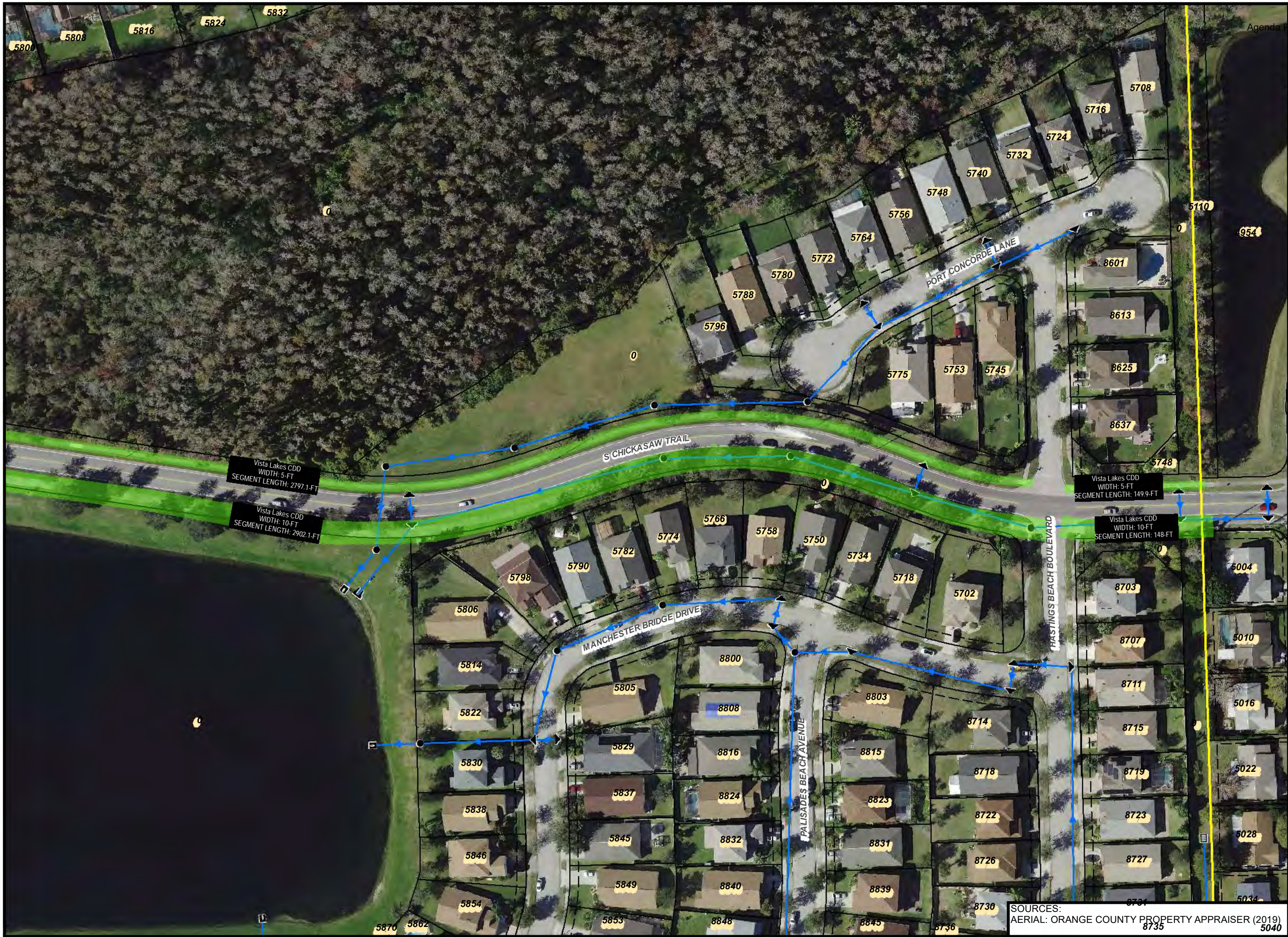
**Pegasus**  
ENGINEERING  
301 WEST STATE ROAD 434, SUITE 309  
WINTER SPRINGS, FL 32708  
TEL: 407-992-9160 • FAX: 407-358-5155  
WEB: WWW.PEGASUSENGINEERING.NET

JOB NO.: MSC-22024  
DATE: 02-19-2020

**SHEET**  
**4**

SOURCES:  
AERIAL: ORANGE COUNTY PROPERTY APPRAISER (2019)  
5940 5932





CHICKASAW TRAIL  
SIDEWALKS

VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT  
ORANGE COUNTY, FLORIDA

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WEB: WWW.PEGASUSENGINEERING.NET

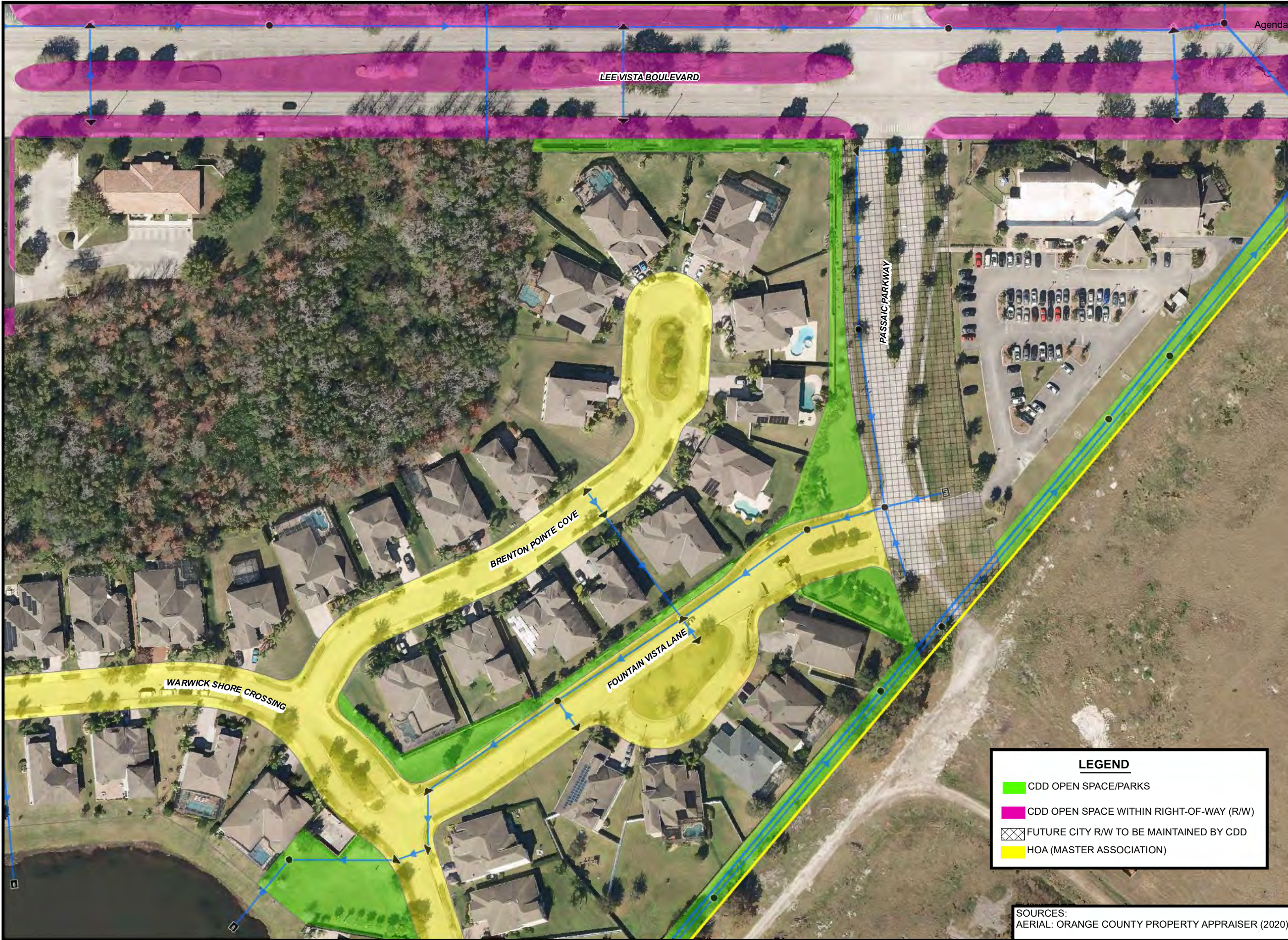
JOB NO.: MSC-22024  
DATE: 02-19-2020

SHEET

5

SOURCES:  
AERIAL: ORANGE COUNTY PROPERTY APPRAISER (2019)  
8735 5040





**CDD OWNED LANDS ADJACENT  
TO SIDEWALKS**  
  
VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT  
ORANGE COUNTY, FLORIDA

**LEGEND**

- CDD OPEN SPACE/PARKS
- CDD OPEN SPACE WITHIN RIGHT-OF-WAY (R/W)
- FUTURE CITY R/W TO BE MAINTAINED BY CDD
- HOA (MASTER ASSOCIATION)

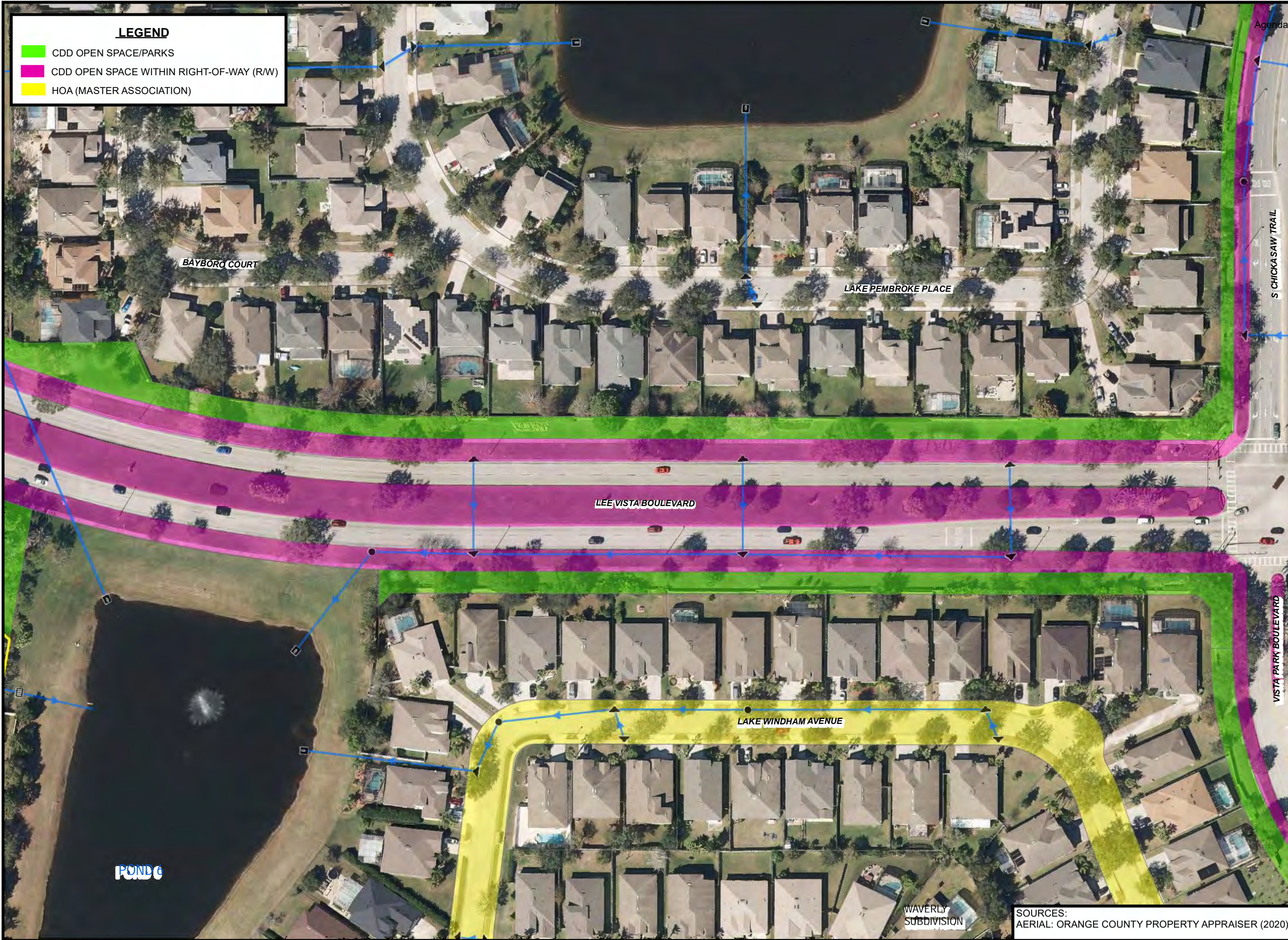
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AERIAL: ORANGE COUNTY PROPERTY APPRAISER (2020)

**Pegasus**  
ENGINEERING  
301 WEST STATE ROAD 434, SUITE 309  
WINTER SPRINGS, FL 32708  
TEL: 407-992-9160 • FAX: 407-358-5155  
WEB: WWW.PEGASUSENGINEERING.NET

JOB NO.: MSC-22024  
DATE: 7/26/2021

**FIGURE**  
  
**1**





**LEGEND**

- CDD OPEN SPACE/PARKS
- CDD OPEN SPACE WITHIN RIGHT-OF-WAY (R/W)
- HOA (MASTER ASSOCIATION)



**CDD OWNED LANDS ADJACENT TO SIDEWALKS**

VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT  
ORANGE COUNTY, FLORIDA

**Pegasus**  
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WINTER SPRINGS, FL 32708  
TEL: 407-992-9160 • FAX: 407-358-5155  
WEB: WWW.PEGASUSENGINEERING.NET

JOB NO.: MSC-22024  
DATE: 7/26/2021

**FIGURE**

**1**

SOURCES:  
AERIAL: ORANGE COUNTY PROPERTY APPRAISER (2020)





**LEGEND**

CDD OPEN SPACE/PARKS

CDD OPEN SPACE WITHIN RIGHT-OF-WAY (R/W)

HOA (MASTER ASSOCIATION)

Agenda Page 87

SCALE: 1" = 100'

**CDD OWNED LANDS ADJACENT TO SIDEWALKS**

VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT  
ORANGE COUNTY, FLORIDA

**Pegasus**  
ENGINEERING

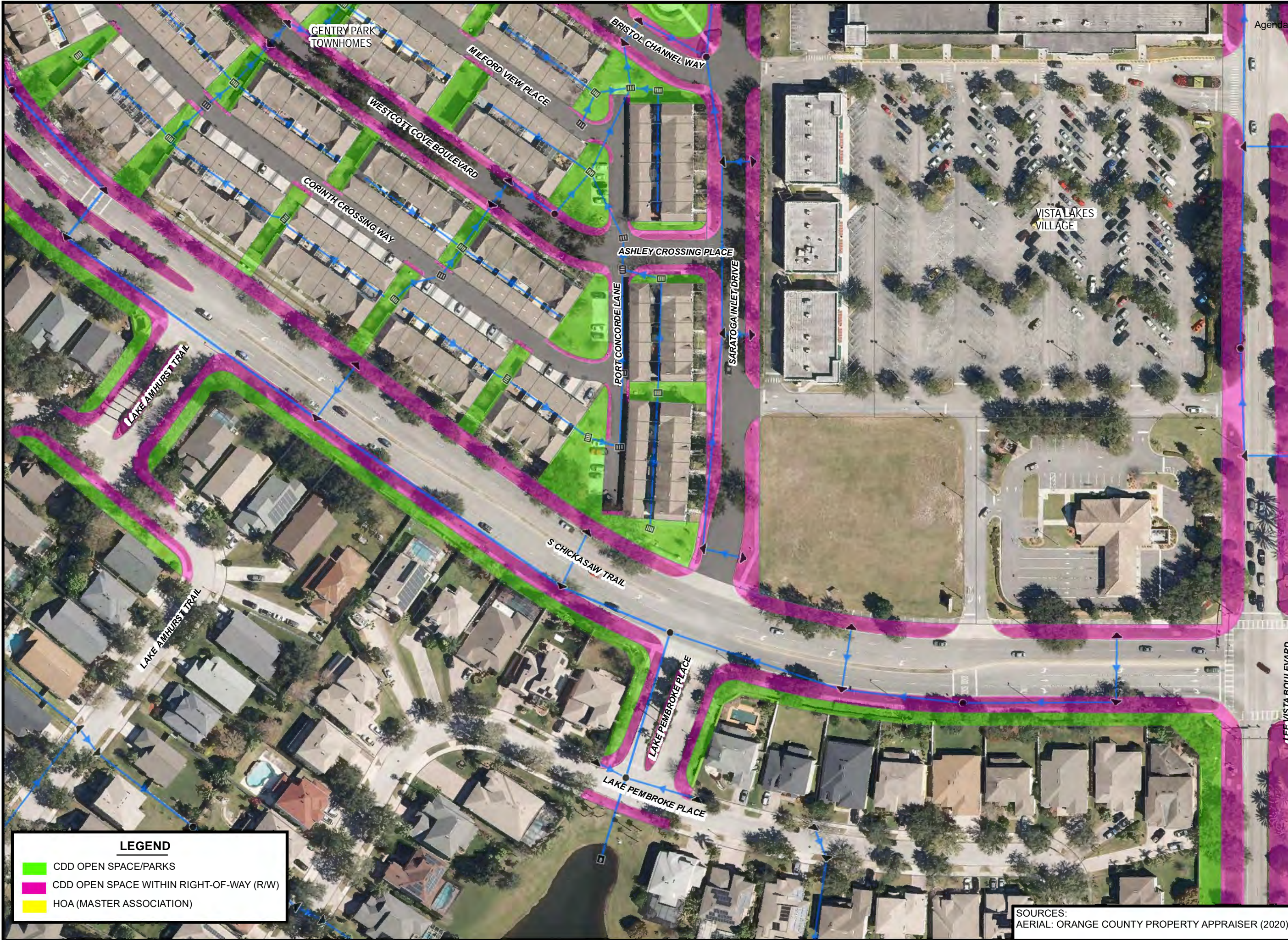
301 WEST STATE ROAD 434, SUITE 309  
WINTER SPRINGS, FL 32708  
TEL: 407-992-9160 • FAX: 407-358-5155  
WEB: WWW.PEGASUSENGINEERING.NET

JOB NO.: MSC-22024  
DATE: 7/26/2021

**FIGURE**  
**3**

SOURCES:  
AERIAL: ORANGE COUNTY PROPERTY APPRAISER (2020)





**LEGEND**

- CDD OPEN SPACE/PARKS
- CDD OPEN SPACE WITHIN RIGHT-OF-WAY (R/W)
- HOA (MASTER ASSOCIATION)

SOURCES:  
AERIAL: ORANGE COUNTY PROPERTY APPRAISER (2020)

Agenda Page 88

SCALE: 1" = 100'

0 100

**VISTA LAKES**

**CDD OWNED LANDS ADJACENT TO SIDEWALKS**

VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT  
ORANGE COUNTY, FLORIDA

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JOB NO.: MSC-22024  
DATE: 7/26/2021

**FIGURE**

**4**





**LEGEND**

- CDD OPEN SPACE/PARKS
  - CDD OPEN SPACE WITHIN RIGHT-OF-WAY (R/W)
  - HOA (MASTER ASSOCIATION)
- VISTA LAKES  
ELEMENTARY  
SCHOOL

**CDD OWNED LANDS ADJACENT  
TO SIDEWALKS**

VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT  
ORANGE COUNTY, FLORIDA

**Pegasus**  
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TEL: 407-992-9160 • FAX: 407-358-5155  
WEB: WWW.PEGASUSENGINEERING.NET

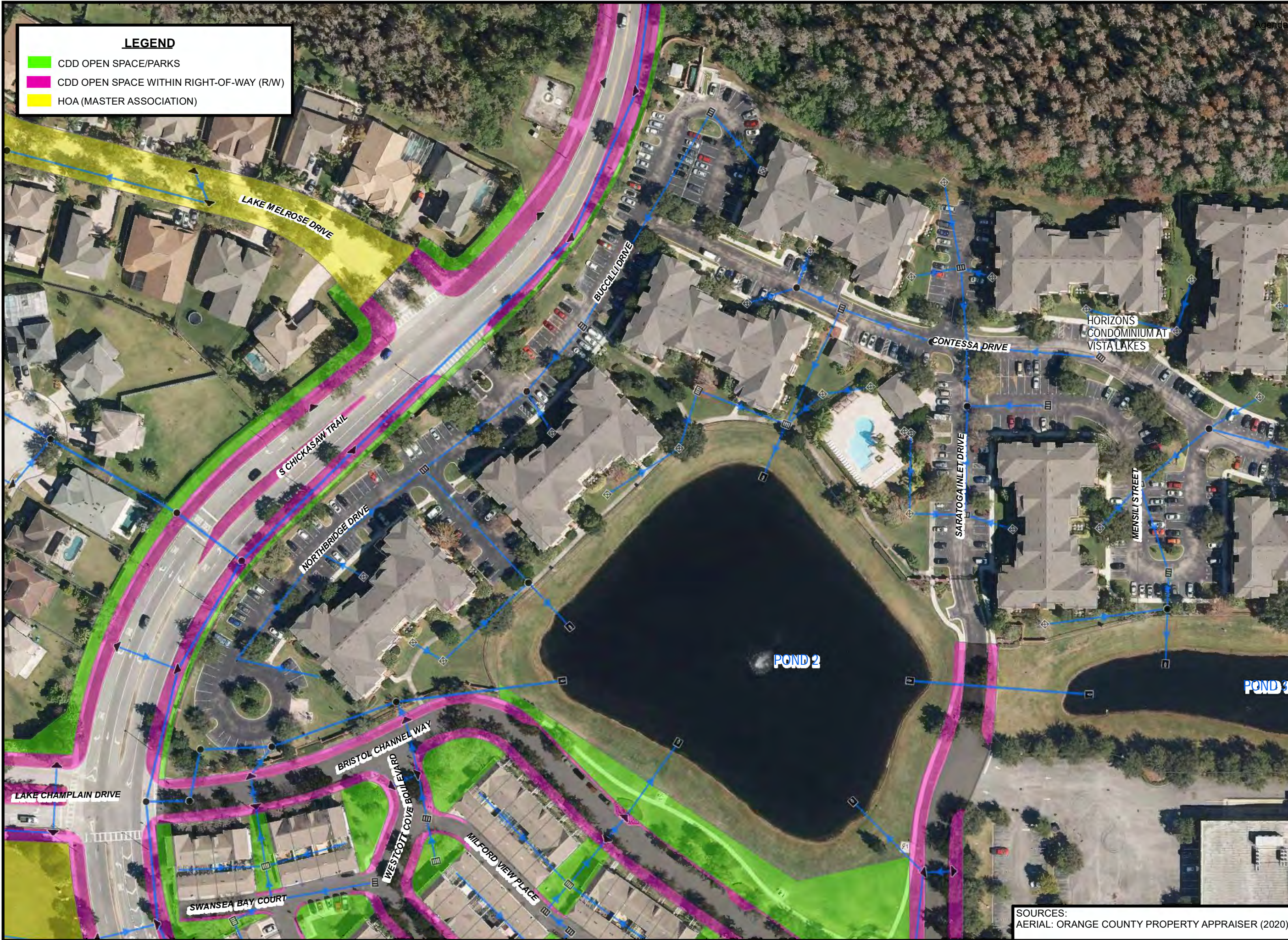
JOB NO.: MSC-22024  
DATE: 7/26/2021

**FIGURE**

**5**

SOURCES:  
AERIAL: ORANGE COUNTY PROPERTY APPRAISER (2020)





**LEGEND**

- CDD OPEN SPACE/PARKS
- CDD OPEN SPACE WITHIN RIGHT-OF-WAY (R/W)
- HOA (MASTER ASSOCIATION)

**VISTA LAKES**

**CDD OWNED LANDS ADJACENT TO SIDEWALKS**

VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT  
ORANGE COUNTY, FLORIDA

**Pegasus**  
ENGINEERING

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TEL: 407-992-9160 • FAX: 407-358-5155  
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JOB NO.: MSC-22024  
DATE: 7/26/2021

**FIGURE**

**6**

SOURCES:  
AERIAL: ORANGE COUNTY PROPERTY APPRAISER (2020)





SCALE: 1" = 100'

100

VISTA LAKES

CDD OWNED LANDS ADJACENT  
TO SIDEWALKS  
VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT  
ORANGE COUNTY, FLORIDA

**Pegasus**  
ENGINEERING  
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WINTER SPRINGS, FL 32708  
TEL: 407-992-9160 • FAX: 407-358-5155  
WEB: WWW.PEGASUSENGINEERING.NET

JOB NO.: MSC-22024  
DATE: 7/26/2021

FIGURE

7

SOURCES:  
AERIAL: ORANGE COUNTY PROPERTY APPRAISER (2020)

**LEGEND**

- CDD OPEN SPACE/PARKS
- CDD OPEN SPACE WITHIN RIGHT-OF-WAY (R/W)
- HOA (MASTER ASSOCIATION)

WETLAND





---

# Attachment “E”

---

5619 Florence Harbor  
Drive Erosion Issues

---



## David Hamstra

---

**Subject:** 5619 Florence Harbor Drive | Vista Lakes CDD

**From:** sclark <sclark@winterparklawyers.com>  
**Sent:** Wednesday, June 23, 2021 5:13 PM  
**To:** David Hamstra <david@pegasusengineering.net>  
**Cc:** Montagna, Angel <Angel.Montagna@inframark.com>; Blanco, Freddy <freddy.blanco@inframark.com>  
**Subject:** 5619 Florence Harbor Drive | Vista Lakes CDD

David,

I did a drive by right after our last meeting and it confirmed my opinion. There is no improvement or work on the CDD property which contributes to the erosion.

It is an issue of poor grading or poor maintenance of the building pad built with the house. It's a terrible precedent for us to take responsibility.

Scott D. Clark  
Clark & Albaugh, LLP  
700 W. Morse Boulevard, Suite 101  
Winter Park, Florida 32789

(407) 472-0326 (direct line)  
(407) 647-7600 (phone)

---

**From:** David Hamstra <david@pegasusengineering.net>  
**Sent:** Wednesday, June 23, 2021 4:18 PM  
**To:** sclark <sclark@winterparklawyers.com>  
**Cc:** Montagna, Angel <Angel.Montagna@inframark.com>; Blanco, Freddy <freddy.blanco@inframark.com>  
**Subject:** 5619 Florence Harbor Drive | Vista Lakes CDD

Good Afternoon Scott,

I hope all is well on your end. Just curious if you were able to drive by the above referenced property after the recent CDD meeting to form an opinion on our next steps.

Feel free to call me later this week to discuss. By the way, I am trying to find another contact for you associated with your prior email.

Respectfully,

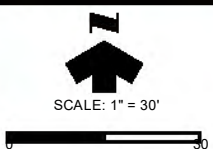
David W. Hamstra, P.E., CFM  
Stormwater Department Manager | Pegasus Engineering, LLC  
301 West State Road 434, Suite 309 | Winter Springs, Florida 32708  
407-992-9160 work (extension 309) | 407-247-0003 cell  
[david@pegasusengineering.net](mailto:david@pegasusengineering.net)







SOURCES:  
AERIAL: ORANGE COUNTY PROPERTY APPRAISER (2020)



**Pegasus**  
ENGINEERING  
301 WEST STATE ROAD 434, SUITE 309  
WINTER SPRINGS, FL 32708  
TEL: 407-992-9160 • FAX: 407-358-5155  
WEB: WWW.PEGASUSENGINEERING.NET

**5619 FLORENCE HARBOR DRIVE**  
**VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT**  
**ORANGE COUNTY, FLORIDA**

JOB NO.: MSC-22024  
DATE: 02/26/2021

FIGURE  
**1**



PROJECT INFORMATION	
Project Name:	Vista Lakes CDD   Newport Subdivision
Location:	5619 Florence Harbor Drive
Inspection Date:	March 9, 2021

Photograph No.
1
Photographer Location:
Northeast corner of property
Direction Photo was taken:
Facing south
Comments:
Existing fill slope associated with rear yard.



Photograph No.
2
Photographer Location:
Northeast corner of property
Direction Photo was taken:
Facing west
Comments:
Existing fill slope associated with side yard.





PROJECT INFORMATION	
Project Name:	Vista Lakes CDD   Newport Subdivision
Location:	5619 Florence Harbor Drive
Inspection Date:	March 9, 2021

Photograph No.
3
Photographer Location:
Northeast corner of house
Direction Photo was taken:
Facing north
Comments:
Existing erosion wash-out associated with fill slope.



Photograph No.
4
Photographer Location:
Northeast corner of house
Direction Photo was taken:
Facing west
Comments:
Existing fill slope lacks proper vegetative cover.





PROJECT INFORMATION	
Project Name:	Vista Lakes CDD   Newport Subdivision
Location:	5619 Florence Harbor Drive
Inspection Date:	March 9, 2021

Photograph No.
5
Photographer Location:
Northwest corner of house
Direction Photo was taken:
Facing west
Comments:
Existing erosion wash-out associated with fill slope.



Photograph No.
6
Photographer Location:
Northwest corner of house
Direction Photo was taken:
Facing east
Comments:
Existing fill slope associated with side yard.





PROJECT INFORMATION	
Project Name:	Vista Lakes CDD   Newport Subdivision
Location:	5619 Florence Harbor Drive
Inspection Date:	March 9, 2021

Photograph No.
7
Photographer Location:
Northwest corner of house
Direction Photo was taken:
Facing east
Comments:
Existing fill slope lacks proper vegetative cover.



Photograph No.
8
Photographer Location:
Northwest corner of property
Direction Photo was taken:
Facing east
Comments:
Based on review of the lot survey the fill slope appears to fall within the CDD limits.





PROJECT INFORMATION	
Project Name:	Vista Lakes CDD   Newport Subdivision
Location:	5619 Florence Harbor Drive
Inspection Date:	March 9, 2021

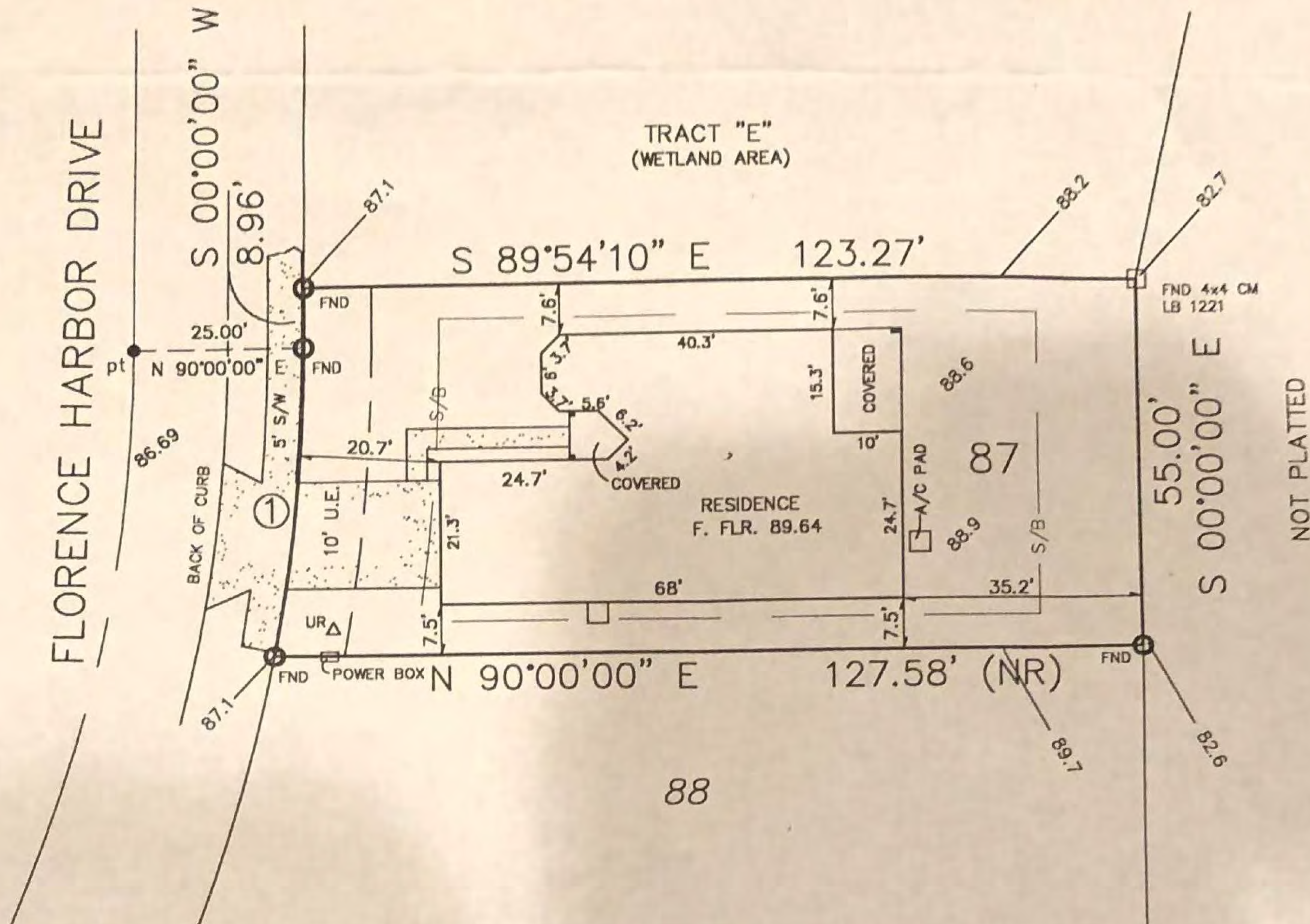
Photograph No.
9
Photographer Location:
Northwest corner of property
Direction Photo was taken:
Facing east
Comments:
Based on review of the lot survey the fill slope appears to fall within the CDD limits.





# LOT 87 VISTA LAKES VILLAGES N-8 & N-9 (NEWPORT)

ACCORDING TO THE PLAT THEREOF RECORDED IN PLAT BOOK 53,  
PAGES 71 THROUGH 81 OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA,  
CITY OF ORLANDO.



## BUILDING SETBACKS:

FRONT = 20'  
REAR = 15'  
SIDE = 5'  
CORNER = 15' IF ABUTTING NEIGHBOR'S FRONT  
CORNER = 10' IF NOT ABUTTING NEIGHBORS' FRONT  
MIN. LOT WIDTH = 50'

## NOTES:

LOT DRAINAGE TYPE: "MOD A"

ROOF OVERHANGS & FOOTERS HAVE NOT BEEN LOCATED.  
NO UNDERGROUND IMPROVEMENTS HAVE BEEN LOCATED.

BUILDING TIES ARE NOT TO BE USED TO CONSTRUCT DEED  
OR PLATTED LINES

THE LANDS SHOWN HEREON WERE NOT ABSTRACTED FOR  
EASEMENTS, RIGHTS OF WAY, RESTRICTIONS, USES,  
OWNERSHIP OR MATTERS OF RECORD BY THIS FIRM.

THE RELATIVE ACCURACY OF FIELD MEASURED CONTROL  
EXCEEDS 1 FOOT IN 15,000 FEET.

NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL  
RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND  
MAPPER.

BEARINGS ARE BASED UPON THE CENTERLINE OF  
FLORENCE HARBOR DRIVE PER RECORD PLAT, HAVING A  
BEARING OF S 00°00'00" W.

BEARINGS AND DISTANCES SHOWN HEREON ARE MEASURED  
AND PER RECORDED PLAT UNLESS OTHERWISE NOTED

THE PROPERTY SHOWN HEREON APPEARS TO LIE IN  
ZONE "A & X" PER F.L.R.M. MAP PANEL NO. 12095C0435 E,  
DATED DECEMBER 6, 2000. THE FLOOD INSURANCE RATE MAP  
IS NOT A SURVEY. FLOOD ZONE DETERMINATION IS AN  
OPINION ONLY.

ELEVATIONS, IF SHOWN, ARE BASED ON ORANGE COUNTY  
DATUM. (NGVD 29)

## CERTIFIED TO:

BRENDAN O'BRIEN  
P. JOAN TRAPP  
RYLAND GROUP, INC.  
RYLAND MORTGAGE COMPANY  
RYLAND TITLE COMPANY  
FIRST AMERICAN TITLE INSURANCE CO.

REVISED CERTIFICATIONS 6-3-2004

① Δ = 10°39'41"  
R = 250.00'  
L = 46.52'  
CB = S05°19'51"W

○ - INDICATES 18" - 5/8" REBAR & CAP (LB 6767)  
UNLESS NOTED OTHERWISE

● - INDICATES PERMANENT CONTROL POINT

□ - INDICATES CONC. MON. / PRM

## LEGEND

S/B	= BUILDING SETBACK	L.E.	= LANDSCAPE EASEMENT
MAINT	= MAINTENANCE	D.E.	= DRAINAGE EASEMENT
UTIL	= UTILITY	U.E.	= UTILITY EASEMENT
CONC.	= CONCRETE	I.P.	= IRON PIPE
CM	= CONCRETE MONUMENT	R/C	= ROD AND CAP
F.FLR.	= FINISHED FLOOR	I.R.	= IRON ROD
BLK.	= BLOCK	N/D	= NAIL & DISK
WM	= WATER METER	FND.	= FOUND
ESMT.	= EASEMENT	REC.	= RECOVERED
MON.	= MONUMENT	R/W	= RIGHT OF WAY
TRANS.	= TRANSFORMER	R.	= RADIAL
TEL	= TELEPHONE	N.R.	= NON-RADIAL
SQ.FT.	= SQUARE FEET	CL	= CENTERLINE
TYP.	= TYPICAL	PC	= POINT OF CURVATURE
PB.	= PLAT BOOK	PT	= POINT OF TANGENCY
PG.	= PAGE	PI	= POINT OF INTERSECTION
P	= PLAT DISTANCE	A	= ARC
M	= MEASURED DISTANCE	L	= LENGTH
C	= CALCULATED	CB	= CHORD BEARING
U.R.	= UTILITY RISER	S/W	= SIDEWALK
P.O.L.	= POINT ON LINE	A/C	= AIR CONDITIONER
NGVD	= NATIONAL GEODETIC VERTICAL DATUM		
PCP	= PERMANENT CONTROL POINT		
PRM	= PERMANENT REFERENCE MONUMENT		
PCC	= POINT OF COMPOUND CURVATURE		
CATV	= UNDERGROUND CABLE RISER		

I CERTIFY THAT THIS MEETS OR EXCEEDS  
THE MINIMUM TECHNICAL STANDARDS  
SET FORTH BY THE FLORIDA BOARD OF  
PROFESSIONAL SURVEYORS AND MAPPERS IN  
CHAPTER 61G17-6, FLORIDA ADMINISTRATIVE  
CODE, PURSUANT TO SECTION 472.027,  
FLORIDA STATUTES.

CERTIFIED FOR: ASSOCIATED LAND SURVEYING  
& MAPPING, INC.

DAVID M. McDERMOTT  
FLORIDA REGISTERED SURVEYOR AND MAPPER  
CERTIFICATE NO. 4779

PREPARED FOR

**Ryland Homes**

PREPARED BY

**Associated Land Surveying  
& Mapping, Inc.**

101 WYMORE ROAD, SUITE 110  
ALTAMONTE SPRINGS, FLORIDA 32714  
PHONE: (407) 869-5002-FAX: (407) 869-8393

Certificate of Authorization Number: LB 6767 EMAIL: als@alsm.net

BOUNDARY SURVEY 2-13-2004

FORMBOARD LOCATION 2-28-2004

FOUNDATION 3-4-2004

FINAL BOUNDARY SURVEY 5-13-2004

SCALE: 1" = 30' JOB NO. 01090



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# Attachment “F”

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## SJRWMD Project Memorandum

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## PROJECT MEMORANDUM

**To:** David Eunice  
Regulatory Scientist IV  
St. Johns River Water Management District

**From:** David Hamstra, P.E., CFM   
District Engineer

**Date:** July 27, 2021

**Re:** **Vista Lakes Community | Conservation Easement Maintenance**  
**Permit Number: 20988-21 Item Number: 1394690**

**Subject:** **Completion of Maintenance Activities**

---

The purpose of this project memorandum is to inform the St. Johns River Water Management District (SJRWMD) that the maintenance activities associated with six (6) conservation easement locations within the Vista Lakes Community have been completed by Servello & Sons, Inc. Please refer to Attachment "A" for the approximate location of each of the six (6) conservation easement areas where invasive species were removed. Also, please refer to Attachment "B" for the before and after photographs for each location. Please note that the Vista Lakes Community Development District Conservation Easement Maintenance Plan was submitted and approved by the SJRWMD (refer to Attachment "C").

Should you have any questions, feel free to contact me at 407-992-9160, extension 309 or by email at david@pegasusengineering.net.

END OF MEMO

cc: Carla Daly, Vista Lakes CDD  
Angel Montagna, Inframark  
Jeff Cornett, Servello  
Scott Feliciano, Servello  
Pegasus Project File MSC-22024



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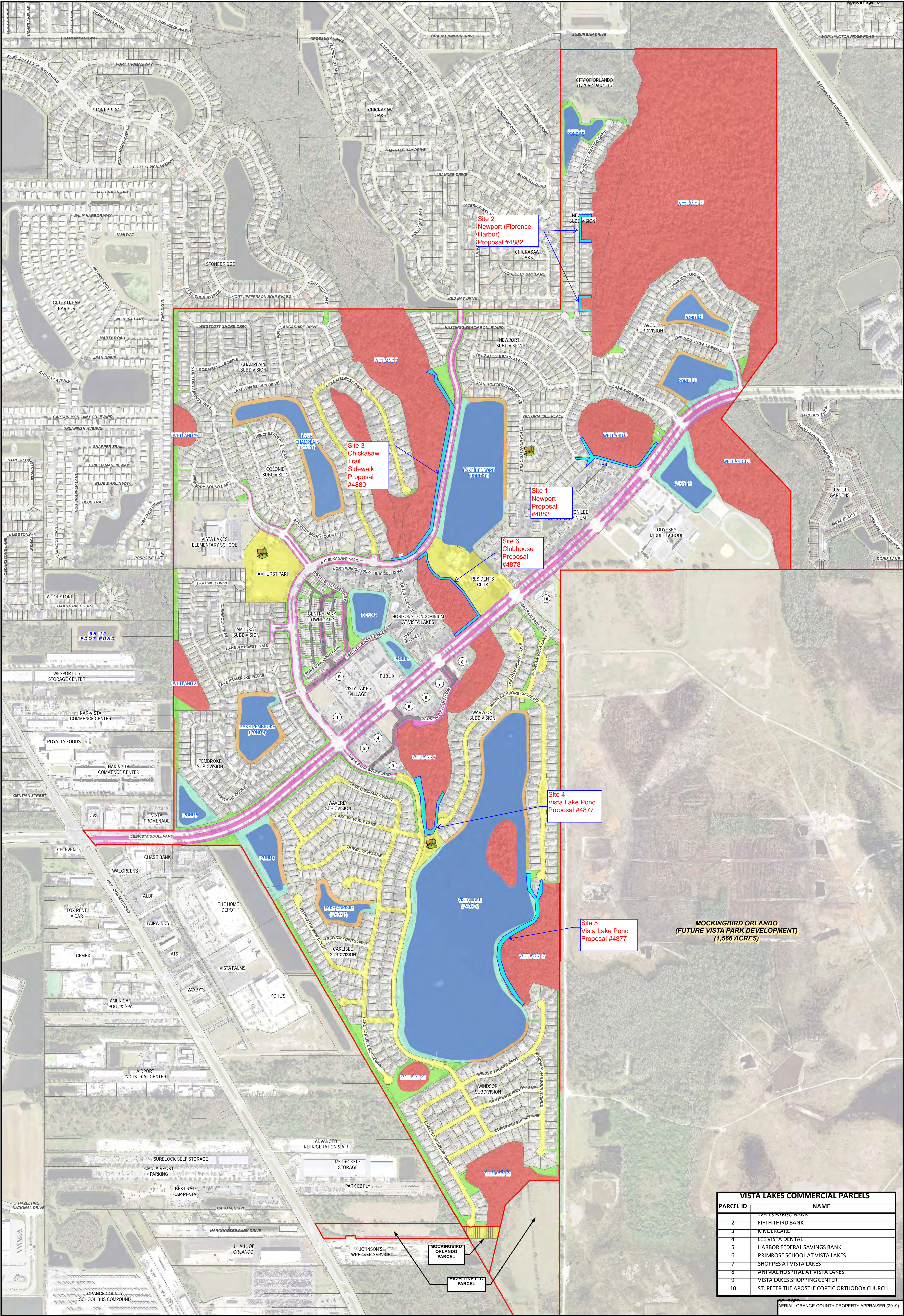
# Attachment “A”

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Vista Lakes Community  
Development District  
Maintenance Areas  
Exhibit

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VISTA LAKES COMMERCIAL PARCELS	
PARCEL ID	NAME
1	WELLS FARGO BANK
2	FIFTH THIRD BANK
3	KINDER CARE
4	LEE VISTA DENTAL
5	HARBOR FEDERAL SAVINGS BANK
6	PRIMROSE SCHOOL AT VISTA LAKES
7	SHOPPES AT VISTA LAKES
8	ANIMAL HOSPITAL AT VISTA LAKES
9	VISTA LAKES SHOPPING CENTER
10	ST. PETER THE APOSTLE COPTIC ORTHODOX CHURCH

SOURCES: AERIAL: ORANGE COUNTY PROPERTY APPRAISER (2019)



SCALE: 1" = 400'



301 WEST STATE ROAD 434, SUITE 309  
WINTER SPRINGS, FL 32708  
TEL: 407-892-9160 • FAX: 407-358-5155  
WEB: WWW.PEGASUSENGINEERING.NET

**LEGEND**



Vista Lakes Development Limits



Parcel Line



Vista Lakes Parks



Vista Lakes Commercial Parcels



Parcel ID

CDD LAKES (SIDE SLOPES) (17.96 ACRES)

CDD LAKES (SIDE SLOPES) BEHIND HOUSES (1.13 ACRES)

CDD OPEN SPACE/PARKS (30.85 ACRES)

CDD OPEN SPACE WITHIN RIGHT-OF-WAY (R/W) (125.06 ACRES)

CDD LAKES (WATERBODIES)

CDD ROADS

CDD WETLANDS

FUTURE CITY R/W TO BE MAINTAINED BY CDD

FUTURE CITY R/W TO BE MAINTAINED BY OTHERS

HOA (MASTER ASSOCIATION)



**VISTA LAKES DEVELOPMENT  
MAINTENANCE AREAS**  
VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT  
ORANGE COUNTY, FLORIDA

JOB NO.: MSC-22024  
DATE: 03/12/2020

**CDD  
EXHIBIT**



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# Attachment “B”

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Before and After  
Photographs

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**Site #1, Newport**



Location:	Site #1 – Newport (Wetland 9) (Odyssey Middle School Path)
Direction Photo was taken:	East (behind Central Park on Lee Vista Condominiums)
Comments:	Before Maintenance Activities Photograph taken by Pegasus staff on 09/10/20



Location:	Site #1 – Newport (Wetland 9) (Odyssey Middle School Path)
Direction Photo was taken:	East (behind Central Park on Lee Vista Condominiums)
Comments:	After Maintenance Activities Photograph taken by Pegasus staff on 07/24/21



**Site #1, Newport**

	
Location:	Site #1 – Newport (Wetland 9) (Odyssey Middle School Path)
Direction Photo was taken:	West (behind Central Park on Lee Vista Condominiums)
Comments:	Before Maintenance Activities Photograph provided by Servello & Sons, dated 03/08/21

	
Location:	Site #1 – Newport (Wetland 9) (Odyssey Middle School Path)
Direction Photo was taken:	West (behind Central Park on Lee Vista Condominiums)
Comments:	After Maintenance Activities Photograph taken by Pegasus Staff on 07/24/21



**Site #1, Newport**

	
Location:	Site #1 – Newport (Wetland 9) (Odyssey Middle School Path)
Direction Photo was taken:	West (from Lee Vista Boulevard)
Comments:	Before Maintenance Activities Photograph from Google Maps, dated 03/2020

	
Location:	Site #1 – Newport (Wetland 9) (Odyssey Middle School Path)
Direction Photo was taken:	West (from Lee Vista Boulevard)
Comments:	After Maintenance Activities Photograph taken by Pegasus staff on 07/26/21



**Site #2, Newport (Florence Harbor Drive)**

	
Location:	Site #2 – Newport (Florence Harbor Drive) (Wetland 11)
Direction Photo was taken:	East toward 5619 Florence Harbor Drive
Comments:	Before Maintenance Activities Photograph from Google Maps, dated 05/2020

	
Location:	Site #2 – Newport (Florence Harbor Drive) (Wetland 11)
Direction Photo was taken:	East toward 5619 Florence Harbor Drive
Comments:	After Maintenance Activities Photograph provided by Servello & Sons, Inc., dated 03/01/21



**Site #2, Newport (Florence Harbor Drive)**



Location:	Site #2, Newport (Florence Harbor Drive) (Wetland 11)
Direction Photo was taken:	East toward 5619 Florence Harbor Drive
Comments:	Before Maintenance Activities Photograph from Google Maps, dated 05/2020



Location:	Site #2, Newport (Florence Harbor Drive) (Wetland 11)
Direction Photo was taken:	East toward 5619 Florence Harbor Drive
Comments:	After Maintenance Activities Photograph provided by Servello & Sons, Inc., dated 03/01/21



**Site #2, Newport (Florence Harbor Drive)**



Location:	Site #2, Newport (Florence Harbor Drive) (Wetland 11)
Direction Photo was taken:	East toward 5581 Florence Harbor Drive
Comments:	Before Maintenance Activities Photograph from Google Maps, dated 05/2020



Location:	Site #2, Newport (Florence Harbor Drive) (Wetland 11)
Direction Photo was taken:	East toward 5581 Florence Harbor Drive
Comments:	After Maintenance Activities Photograph provided by Servello & Sons, Inc., dated 03/01/21



**Site #3, Chickasaw Trail Sidewalk**




Location:	Site #3 - South Chickasaw Trail (Wetland 7)
Direction Photo was taken:	Southwest (across the street from the Resident's Club)
Comments:	Before Maintenance Activities Photograph from Google Maps, dated 03/2020



Location:	Site #3 - South Chickasaw Trail (Wetland 7)
Direction Photo was taken:	Southwest (across the street from the Resident's Club)
Comments:	After Maintenance Activities Photograph from Servello & Sons, Inc., dated 06/01/21




**Site #3, Chickasaw Trail Sidewalk**

	
Location:	Site #3 - South Chickasaw Trail (Wetland 7)
Direction Photo was taken:	Northwest (across the street from Lake Bedford (Pond 10))
Comments:	Before Maintenance Activities Photograph from Google Maps, dated 03/2020

	
Location:	Site #3 - South Chickasaw Trail (Wetland 7)
Direction Photo was taken:	Northwest (across the street from Lake Bedford (Pond 10))
Comments:	After Maintenance Activities Photograph from Servello & Sons, Inc., dated 06/01/21



**Site #4, Vista Lake Pond**

	
Location:	Site #4 – Vista Lake Pond (Wetland 7)
Direction Photo was taken:	East towards Wetland 7 (across from 6543 Lake Windham Ave.)
Comments:	Before Maintenance Activities Photograph from Google Maps, dated 03/2020

	
Location:	Site #4 – Vista Lake Pond (Wetland 7)
Direction Photo was taken:	East towards Wetland 7 (across from 6543 Lake Windham Ave.)
Comments:	After Maintenance Activities Photograph taken by Pegasus staff on 07/24/21



**Site #4, Vista Lake Pond**



Location:	Site #4 – Vista Lake Pond (Wetland 7)
Direction Photo was taken:	Northeast towards Wetland 7
Comments:	Before Maintenance Activities Photograph from Google Maps, dated 03/2020



Location:	Site #4 – Vista Lake Pond (Wetland 7)
Direction Photo was taken:	Northeast towards Wetland 7
Comments:	After Maintenance Activities Photograph taken by Pegasus staff on 07/24/21



**Site #4, Vista Lake Pond**




Location:	Site #4 – Vista Lake Pond (Wetland 7)
Direction Photo was taken:	South along Vista Park Boulevard
Comments:	Before Maintenance Activities Photograph from Google Maps, dated 03/2020



Location:	Site #4 – Vista Lake Pond (Wetland 7)
Direction Photo was taken:	South along Vista Park Boulevard
Comments:	After Maintenance Activities Photograph taken by Pegasus staff on 07/24/21



**Site #5, Vista Lake Pond**

	
Location:	Site #5 – Vista Lake Pond Sidewalk (Wetland 17)
Direction Photo was taken:	Southeast towards 8877 Windsor Point Drive
Comments:	Before Maintenance Activities Photograph from Servello & Sons, dated 03/24/21

	
Location:	Site #5 – Vista Lake Pond Sidewalk (Wetland 17)
Direction Photo was taken:	Southeast towards 8877 Windsor Point Drive
Comments:	After Maintenance Activities Photograph taken by Pegasus staff on 07/24/21



**Site #5, Vista Lake Pond**

	
Location:	Site #5 – Vista Lake Pond Sidewalk (Wetland 17)
Direction Photo was taken:	Southeast towards Wetland 17
Comments:	Before Maintenance Activities Photograph from Servello & Sons, dated 03/24/21

	
Location:	Site #5 – Vista Lake Pond Sidewalk (Wetland 17)
Direction Photo was taken:	Southeast towards Wetland 17
Comments:	After Maintenance Activities Photograph taken by Pegasus staff, dated 07/24/21



**Site #6, Clubhouse (Wetland 7)**




Location:	Site #6 – Clubhouse (Wetland 7)
Direction Photo was taken:	Northwest towards Wetland 7, from clubhouse parking lot
Comments:	Before Maintenance Activities Photograph from Google Maps, dated 03/2020



Location:	Site #6 – Clubhouse (Wetland 7)
Direction Photo was taken:	Northwest towards Wetland 7, from clubhouse parking lot
Comments:	After Maintenance Activities Photograph from Servello & Sons, dated 03/15/21



**Site #6, Clubhouse (Wetland 7)**

	
Location:	Site #6 – Clubhouse (Wetland 7)
Direction Photo was taken:	Southeast towards Wetland 7
Comments:	Before Maintenance Activities Photograph from Google Maps, dated 03/2020

	
Location:	Site #6 – Clubhouse (Wetland 7)
Direction Photo was taken:	Southeast towards Wetland 7
Comments:	After Maintenance Activities Photograph from Servello & Sons, dated 03/15/21



**Site #6, Clubhouse (Wetland 7)**

	
Location:	Site #6 – Clubhouse (Wetland 7)
Direction Photo was taken:	Northwest towards Wetland 7 (from Lee Vista Boulevard)
Comments:	Before Maintenance Activities Photograph from Google Maps, dated March 2020

	
Location:	Site #6 – Clubhouse (Wetland 7)
Direction Photo was taken:	Northwest towards Wetland 7 (from Lee Vista Boulevard)
Comments:	After Maintenance Activities Photograph taken by Pegasus staff, dated 07/24/21



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# Attachment “C”

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## Vista Lakes CDD Conservation Easement Maintenance Plan

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## MEETING MINUTES

### Vista Lakes Wetland Management Meeting Monday, September 21, 2020, 1:30 PM

#### Attendees:

- David Eunice, SJRWMD
- Jeff Cornett, Servello
- Scott Feliciano, Servello
- Carla Daly, HOA liaison
- William Pass, Vista Lakes CDD Board Member
- Jorge, Inframark
- Beth Whitehart, P.E., Pegasus Engineering

#### Topics of Discussion / Action Items:

The attendees visited five (5) wetland locations within the existing Vista Lakes Community to observe the current conditions and discuss maintenance activities. Please refer to the attached figure for site visit locations.

- 1) Mr. David Eunice (SJRWMD) requested that a maintenance plan be submitted to the District for review prior to the maintenance activities taking place. Specifically, the maintenance plan shall include the following items:
  - a) A depiction of the limits of the maintenance work.
  - b) A description of the maintenance work to be completed (i.e. exotic species removal, landscape debris removal).
  - c) A description of the methods and equipment to be used (i.e., chain saw, tree trimmers, etc).
  - d) A description of proposed disposal practices related to the clipped materials. Note that upon invasive species removal, collected materials must be hauled off and must not be thrown back into the wetlands.
  - e) A list of District-approved herbicides proposed to be applied to invasive plants' trunks following trimming. The following is a link to a list of herbicides registered for use in Florida Waters: <https://plants-archive.ifas.ufl.edu/manage/developing-management-plans/chemical-control-considerations/herbicides-registered-for-use-in-florida-waters/>
  - f) A description of the project phasing (if applicable) and proposed tentative schedule.




- 2) If a large number of invasive species are removed within the existing conservation easement, it may be necessary to fill vacant areas with approved wetland plantings. Mr. Eunice stated that he would like to make a second site visit after the maintenance work is complete to determine if wetland plantings will be warranted.
- 3) The 2019 List of Florida Exotic Pest Plant Species is attached for reference. Some of the common invasive species that were mentioned during the meeting included: Brazilian Pepper, Melaleuca, and Earleaf.
- 4) The following describes the expected order of communication for the project:
  - Mr. Jeff Cornett (Servello) will coordinate with Mr. Ariel Medina (Inframark) to determine priority areas and develop a work plan and associated costs.
  - The proposed work plan(s) will be submitted to Ms. Beth Whitehart (Pegasus Engineering) to determine if the plans require approval by the Vista Lakes CDD board.
  - Following board approval, Pegasus Engineering will coordinate the work plan approval with David Eunice (SJRWMD).





**PROJECT MEMORANDUM**

**To:** David Eunice  
Regulatory Scientist IV  
St. Johns River Water Management District

**From:** David Hamstra, P.E., CFM   
District Engineer

**Date:** February 18, 2021

**Re:** **Vista Lakes Community | Conservation Easement Maintenance**

**Subject:** **Proposed Maintenance Activities**

---

The purpose of this project memorandum is to inform the St. Johns River Water Management District (SJRWMD) of the proposed maintenance activities associated with six (6) conservation easement locations within the Vista Lakes Community and to seek approval to proceed. As you may recall, a field meeting was held on September 15, 2020 with representatives of the Vista Lakes Community Development District (CDD), Vista Lakes Master Homeowner Association, and Servello & Sons, Inc., during which most of the sites were visited and discussed in detail. The specific maintenance activities are described below:

**1) *Depiction of the limits of work.***

Refer to the attached Figure for the approximate location of each of the six (6) conservation easement areas proposed for removal of invasive species.

**2) *A description of the maintenance work to be completed.***

At each of the six (6) locations, the maintenance work will consist of only invasive species removal, including mostly Brazilian Pepper, Ear Trees, Small Cabbage or Palmetto Palms, as well as dead trees and suckers that are within the 5-feet to 10-feet cut back zone.

**3) *A description of methods and equipment to be used.***

All work will be performed with chainsaws, handsaws, weed eaters, chipper, and dump trucks.



**4) A description of the proposed disposal practices related to clipped materials.**

All materials will be chipped and hauled off to the dump for disposal.

**5) A list of District-approved herbicides proposed to be applied to the trunks of the invasive plants following trimming.**

No chemicals shall be applied.

**6) A description of the project phasing (if applicable) and proposed tentative schedule.**

- **Site 1** – Newport Subdivision | February 17 – 23, 2021 (Proposal No. 4883)
- **Site 2** – Newport Subdivision (Florence Harbor) | February 24 – March 1, 2021 (Proposal No. 4882)
- **Site 3** – Chickasaw Trail Sidewalk | March 2 – 11, 2021 (Proposal No. 4880)
- **Sites 4 and 5** – Vista Lake Pond | March 15 – 31, 2021 (Proposal No. 4877)
- **Site 6** – Clubhouse | April 5 – 9, 2021 (Proposal No. 4878)

Maintenance activities are planned to begin as soon as approval is granted from the SJRWMD. Please note that the schedule is tentative and subject to change due to circumstances beyond our control.

In closing, we respectfully request the SJRWMD's approval for the proposed maintenance activities described above. Should you have any questions, feel free to contact me at 407-992-9160, extension 309 or by email at david@pegasusengineering.net.

END OF MEMO

cc: Carla Daly, Vista Lakes CDD  
Kristen Suit, Inframark  
Jeff Cornett, Servello  
Scott Feliciano, Servello  
Beth Whikehart, Pegasus Engineering  
Pegasus Project File MSC-22024



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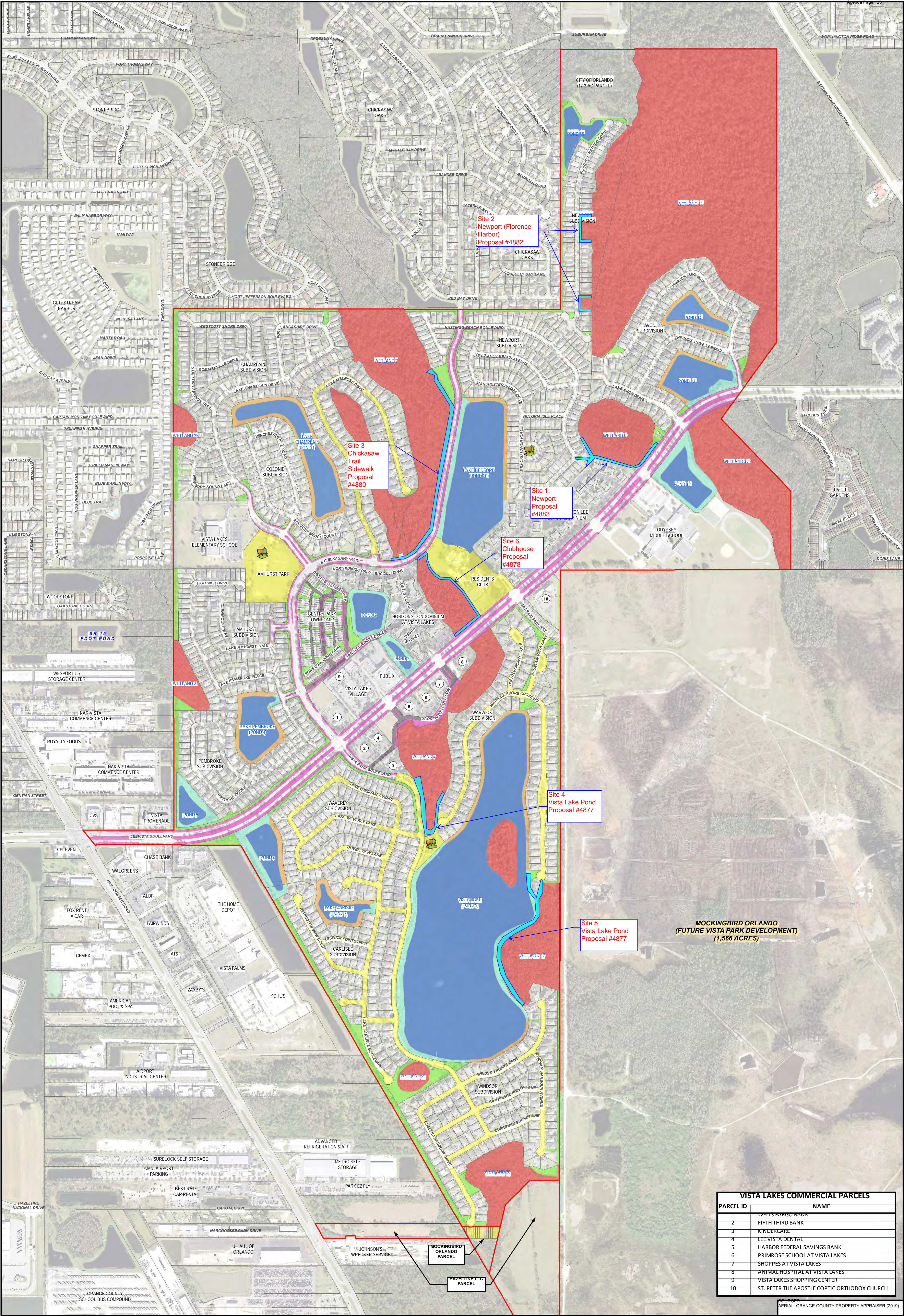
# Attachment “A”

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## Location Map

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VISTA LAKES COMMERCIAL PARCELS	
PARCEL ID	NAME
1	WELLS FARGO BANK
2	FIFTH THIRD BANK
3	KINDER CARE
4	LEE VISTA DENTAL
5	HARBOR FEDERAL SAVINGS BANK
6	PRIMROSE SCHOOL AT VISTA LAKES
7	SHOPPES AT VISTA LAKES
8	ANIMAL HOSPITAL AT VISTA LAKES
9	VISTA LAKES SHOPPING CENTER
10	ST. PETER THE APOSTLE COPTIC ORTHODOX CHURCH

SOURCES: AERIAL: ORANGE COUNTY PROPERTY APPRAISER (2019)



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# Attachment “B”

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## Servello Proposals

---



# Proposal



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

Date	Proposal #
12/10/2020	4883

**Submitted To**

**Vista Lakes CDD**  
 Ariel Medina  
 210 North University Drive Suite 702  
 Coral Springs, FL 33071

**Project**

Vista Lakes CDD  
 Lee Vista Blvd.  
 Orlando, FL 32829

**Scope**

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

**Arbor Services**

NEW PORT - Sidewalk leading out to Lee Vista Blvd

Trim back and flush cut trees as needed in conservation wood line areas that are encroaching on CDD areas and sidewalks

Description	Quantity	Unit	Price
Trim back and flush cut trees	1.00	Ea	4,800.00
Dump fees	1.00	Ea	800.00
<b>Subtotal Arbor Services</b>			<b>5,600.00</b>
<b>Project Total</b>			<b>\$5,600.00</b>



**Proposal**

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

Date	Proposal #
12/10/2020	4882

Submitted To
<b>Vista Lakes CDD</b> Ariel Medina 210 North University Drive Suite 702 Coral Springs, FL 33071

Project
Vista Lakes CDD Lee Vista Blvd. Orlando, FL 32829

### Scope

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

### Arbor Services

#### NEW PORT (FLORENCE HARBOR)

Trim back and flush cut trees as needed in conservation wood line areas that are encroaching on CDD areas and sidewalks

Description	Quantity	Unit	Price
Trim back and flush cut trees (2 locations)	1.00	Ea	4,800.00
Dump fees	1.00	Ea	800.00
<b>Subtotal Arbor Services</b>			<b>5,600.00</b>
<b>Project Total</b>			<b>\$5,600.00</b>



# Proposal



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

Date	Proposal #
12/10/2020	4880

**Submitted To**

**Vista Lakes CDD**  
 Ariel Medina  
 210 North University Drive Suite 702  
 Coral Springs, FL 33071

**Project**

Vista Lakes CDD  
 Lee Vista Blvd.  
 Orlando, FL 32829

**Scope**

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

**Arbor Services**

CHICKASAW - Sidewalk

Trim back and flush cut trees as needed in conservation wood line areas that are encroaching on CDD areas and sidewalks

Description	Quantity	Unit	Price
Trim back and flush cut trees	1.00	Ea	14,400.00
Dump fees	1.00	Ea	2,400.00

**Subtotal Arbor Services** 16,800.00

**Project Total** \$16,800.00



**Proposal**

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

Date	Proposal #
12/10/2020	4877

**Submitted To****Vista Lakes CDD**

Ariel Medina  
210 North University Drive Suite 702  
Coral Springs, FL 33071

**Project**

Vista Lakes CDD  
Lee Vista Blvd.  
Orlando, FL 32829

**Scope**

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

**Arbor Services**

VISTA PARK POND - Back side walking path

Trim back and flush cut trees as needed in conservation wood line areas that are encroaching on CDD areas and sidewalks

Description	Quantity	Unit	Price
Trim back and flush cut trees	1.00	Ea	19,200.00
Dump fees	1.00	Ea	3,200.00

**Subtotal Arbor Services** 22,400.00

**Project Total** \$22,400.00





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

# Proposal

Date	Proposal #
12/10/2020	4878

## Submitted To

**Vista Lakes CDD**  
Ariel Medina  
210 North University Drive Suite 702  
Coral Springs, FL 33071

## Project

Vista Lakes CDD  
Lee Vista Blvd.  
Orlando, FL 32829

## Scope

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

## Arbor Services

### CLUBHOUSE

Trim back and flush cut trees as needed in conservation wood line areas that are encroaching on CDD areas and sidewalks

Description	Quantity	Unit	Price
Trim back and flush cut trees	1.00	Ea	9,600.00
Dump fees	1.00	Ea	1,200.00
Subtotal Arbor Services			10,800.00
Project Total			\$10,800.00





# St. Johns River

## Water Management District

Agenda Page 135

Ann B. Shortelle, Ph.D., Executive Director

601 South Lake Destiny Road, Suite 200 • Maitland, FL 32751 • 407-659-4800 • [www.sjrwmd.com](http://www.sjrwmd.com)

February 25, 2021

Beth K. Whitehart  
Pegasus Engineering  
301 W. State Road 434; Suite 309  
Winter Spgs, FL 32708-2567  
Sent via email: [beth@pegasusengineering.net](mailto:beth@pegasusengineering.net)

Re: **Closure Letter** Vista Lakes Permit Extension and Villages N-16 & N-17  
Permit Number: 20988-21 Item Number: 1394690  
(Please reference the permit number/item number on all correspondence.)

Dear Ms. Whitehart:

The St. Johns River Water Management District (District) received the proposed maintenance plan, dated February 18, 2020, for six conservation easement areas within the above-referenced project. The maintenance activities will consist of the removal of invasive species within a five to ten-foot-wide zone on the perimeter of the conservation easement areas depicted in the plan. The District has determined that the maintenance plan is acceptable. Please provide the District with before and after photographs of the maintenance areas after the work is completed.

If you should have any questions, please contact the District at (407) 659-4840 or contact me by email at [deunice@sjrwmd.com](mailto:deunice@sjrwmd.com).

Sincerely,

A handwritten signature in dark ink, appearing to read 'David Eunice', is written over a light blue horizontal line.

David Eunice  
Regulatory Scientist IV  
Division of Regulatory Services

CC: Regulatory File

---

#### GOVERNING BOARD

Douglas Burnett, CHAIRMAN  
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Doug Bournique  
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Cole Oliver  
MERRITT ISLAND

J. Chris Peterson  
WINTER PARK

Janet Price  
FERNANDINA BEACH



**3Ci.**





# VISTA LAKES CDD FIELD INSPECTION REPORT

July 15, 2021  
FREDDY BLANCO  
FIELD SERVICES MANAGER





## VISTA LAKES CDD GENERAL UPDATES

Avon, Gentry Park and Amhurst Park monument walls were pressure washed.

New signs will be installed throughout the community.

Review with Tom MacCubbin, Supervisor Carla Daly, and the Inframark team was scheduled for 07/19 - The report has been included here.

Florida Water Features started to work on the Home Depot and Avon fountain on 07/21.

The solar light installation was completed.

All ponds were treated for shoreline grasses and algae.

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

## FIELD INSPECTION

TRIMMING SERVICE  
(BEHIND MONUMENT WALL)

Status – **Pending**  
**Please provide trimming schedule.**

***On schedule.***







IRRIGATION ISSUE  
(NEXT TO THE DOG STATION)

Status – Pending  
Bushes are dying.

*Proposals discussed.*

SMALL PLANTS  
(MONUMENT WALL)

Status – Pending  
New plants at the bed in front of the  
monument wall are dry and need to be  
replaced.

*Will replace – Under warranty.*



DEAD TREE  
(IN FRONT OF LITTLE CAESARS PIZZA.)

Status – Pending

*Proposal will be submitted.*





## **VISTA LAKES CDD** **MAINTENANCE MONTHLY SUMMARY**

May-2021 (Weekly Mowing)

### **1.1 Turf**

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

- Week Ending 5/7/2021
- Week Ending 5/14/2021
- Week Ending 5/21/2021
- Week Ending 5/28/2021

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-NONE

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 5/1/2021-5/30/2021 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:**

**Additional enhancements approved**





## **VISTA LAKES CDD** **MAINTENANCE MONTHLY SUMMARY**

June-2021 (Weekly Mowing)

### **1.1 Turf**

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

- Week Ending 6/4/2021
- Week Ending 6/11/2021
- Week Ending 6/18//2021
- Week Ending 6/25//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 (Mount treatment only) On-Going

### **1.2 Shrub/Ground Cover Care**

1.2.1 - Pruning

a) All shrubs pruned weeks ending 6/1/2021-6/30/2021 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:**

**New annuals installed**

**Enhancements completed**



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

Client - Vista Lakes Community Development District  
 Contacts - Carla Daly CDD, Freddy Blanco, Bret Perez & Angle Montagna - Inframark  
 Address - 313 Campus Street  
Celebration, FL 34747-4995  
 Telephone - Office 407-566-2018

Date: July 19, 2021 Time in: 9:15 AM Time out: 1:12 PM  
 Re: Vista Lakes CDD July 19, 2021 Property visit and evaluation.

**Overall:** It has been four months since our last tour and much growth and change in the plantings has occurred. An approximately four-hour tour of CDD properties was taken with Carla Daly and Katherine Sebestyen representatives of the CDD Board, Jeff Cornet of Servello & Sons and Freddy Blanco, Jorge Baez and Bret Perez of Inframark.

This tour revisited work that had been performed and then concentrated on the Lee Vista Boulevard Medians that have many old and declining plants. Renovation in many of these areas is badly needed. Discussions and recommendations are provided below for this report.

**1. Northport passageway to Lee Vista Boulevard** – Future work discussed in March was complete in the later portion of June. This area is without irrigation so work was performed at what would normally be the start of the rainy season. It was a noble attempt to install drought resistant plants in an irrigation free zone.

- New Spartan junipers were added but having difficulties becoming established. Two have been replaced and two more put on watch for recovery. These are being hand watered with water bags added.
- Bahia turf was installed but much is having trouble establishing due to the delayed rains. At least two areas are acceptable. Others are trying to fill in but are now competing with weeds.
- It was noted this passageway is used by many residents and should be attractive.
- Much was discussed including rocks, cordgrass and similar as to alternatives but much success centered on installing irrigation. The reclaimed water line was located and needed permits and installation of a meter is being sought by Inframark.
- It was determined the inferior Bahia would be replaced to become established during the rainy season, but quality turf could not be guaranteed until irrigation is added.
- Success of further plantings will depend on the installation of irrigation.



- Concern for turf and debris being deposited on the fencing during mowing was expressed. Guards would be used on the mowers to prevent this from occurring.



Passageway show attempts to establish junipers and turf in an irrigation free zone.

\*\* Other park areas were visited where irrigation is needed and discussed during recent visits. Obtaining permits and meters is being undertaken by Inframark

**2, Lake Champlain Fountain request** – Inframark was requested to add a fountain at Lake Champlain at the bend. It would need electricity plus the associated fountain items.



Fountain requested at the bend in the lake

**3. Irrigation needed at Pembroke entrance at lake.** Turf had declined between the sidewalk and street due to a lack of irrigation. Irrigation was requested and resodding with St. Augustine.

- Shrub plantings were requested at the lake side of the sidewalk that could include one of the palms. Plantings would be on the sidewalk side of both palm clusters. No planting would be added under the remaining palms
- A planting was requested at the utility site adjacent to the lake.
- Either Pampas grass or bird of paradise were recommended.





Irrigation is needed for the roadside turf and shrub plantings would be added before the palms. A planting would be added at the utility box.

**4. Crape myrtle experiment a success.** A set of crape myrtles were test pruned during spring before major growth as seen in the information and picture below.

- Use the crape myrtles in the median near The Horizons as a test. Prune the trees back significantly to approximately 15 feet and develop a cone shape using selective trimming. Remove as much of the hanging moss as possible after pruning and evaluate during next visit. (from March report)



Reduce size of crape myrtles to approximately 15 feet and remove as much moss as possible

- The test was a major success, and it is recommended this be performed next February with the remaining mature crape myrtles. The tree forms have made major growth and are again flowering moss free.



Crape myrtles more attractive and moss free after spring pruning.

**Median considerations on Lee Vista Boulevard.**



### Median 1

- Remove declining and sucker producing Japanese blueberry trees and add one two live oaks and one magnolia appropriately spaced in the median.



Remove Japanese blueberry trees and replace with live oaks and magnolia

### Median 2

- Remove all declining loropetalum and add dwarf schefflera Trinette



Declining loropetalum to be replaced with Trinette in two areas of median

**School entrance across from median.** Add sod under the crape myrtles with mulch near trunks. Helps keep open view of school property and youth on sidewalk.



Add sod and mulch near trunks



### Median 3

- Cut back Duranta Gold Mound by one half to renew plants
- Use mulch under Chinese fan palms



Reduce Gold Mound Duranta by one half

### Median 4

- At both ends of beds remove Indian hawthorn and hollies and add dwarf schefflera Trinette.
- Under crape myrtle remove dwarf yaupon and Burfordii holly and add dwarf schefflera Trinette.
- Cut back plumbago one half and replace to fill voids as needed.
- Remove loropetalum and use mulch at bald cypress
- Cut back firebush one half to rejuvenate.
- Remove loropetalum and add dwarf schefflera Trinette at end of bed



Remove hollies and Indian hawthorn in photos left and center – replace with dwarf schefflera Trinette. Reduce dwarf firebush by one half to rejuvenate.

**Across street plantings** – Replace declining Indian hawthorn and voids with more.





Indian hawthorn border needs declining, and voids filled with more of the same.

### Median 5

- Remove liriopie and add more agapanthus
- Remove tea olives and add two pink crape myrtles
- Remove three struggling crape myrtles and add three pink ones.
- Prune firebush back in February
- Complete circle of Trinette and fill center with firebush
- Transplant agapanthus to fill voids
- Mulch under Japanese blueberry



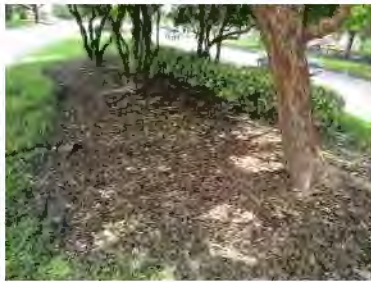
Remove liriopie in photo on left and replace with agapanthus. In center photo replace tea olive with crape myrtles and also the ones at the far end. In photo on right add more Trinette to complete beds and add firebush in center. Transplant removed agapanthus to fill rest of existing planting

### Median 6

- Mulch under Japanese blueberry
- Prune back dwarf firebush in February
- Remove plumbago from bed and add dwarf schefflera Trinette.
- Fill agapanthus voids with more of same
- At ligustrum bed reduce size by adding sod at sides and add dwarf schefflera Trinette
- Add more plumbago to beds as needed
- Prune back dwarf firebush in February
- Bed near end of median at intersection. Much of the dwarf schefflera Trinette has filled



with Mexican petunia (Ruellia). Remove affected plants and add plumbago. Cut back firebush in February. Allow beds of Mexican petunia go grow unpruned to allow flowering



Use mulch under Japanese blueberry in photo on left. In center photo remove plumbago and replace with dwarf schefflera Trinette – also fill voids of agapanthus. In photo or right remove Mexican petunia invaded dwarf schefflera Trinette and replace with plumbago

### Median 7

- Remove loropetalum and add more split-leaf philodendrons in photo below



**Across street before intersection** – Remove declining juniper and add more dwarf yaupon holly.



Remove declining junipers and continue dwarf yaupon holly plantings

### Median 8 across from home Depot



- - Only replacement plants needed. Also remove and not replace plants being overgrown at edge of median bed. Jeff Cornet will make the additions and removals.

**\*\* All pesticide recommendations are made using labeled products for the use specified on the label at the time of this report. All label instructions must be followed by the applicators. Do note labels are updated and must be consulted when products are purchased to determine changes prior to use. Use of products should be discontinued where there are concerns about label changes, their use or safety.**

**\*\* The next visit is scheduled for Tuesday November 02, 2021. Consultation is available at any time as needed.**



**Additional enhancements approved**



## **Solitude Lake Management**

### **Vista Lakes CDD Report for Fountains and Aeration**

**(May 16, 2021 thru July 15, 2021)**

#### **July 2021**

- **7/6/2021** Received approvals for Quote 3332 – Aerator #7 and Quote 3417 – Fountain #5. Parts have been ordered.
- **7/9/2021** Removed Aerator Station #7 for repairs at shop.
- **7/12/2021** Contract is in final stages of renewal.
- **7/15/2021** All parts for Aerator #7 and Fountain #5 are expected to arrive by 7/16/2021. Planned repairs are scheduled to be completed by 7/23/2021.

**NOTE:** The fountains and aerators have not been serviced since previous report pending contract renewal.



**3Cia.**





# Irrigation Maintenance Check

Visa Lakes CDD

Job # 10126

6204-6205 Bristol Channel Way Orlando 32828

Preapproval / Authorization Amount \$

Date of Inspection 11/13/11

Technician J. Smith

**Irrigation Controller**

Location Clock # Avon "A,B"

Current Time

Rain Sensor ☒ Y ☐ N

In "Off" position ☒ Y ☐ N

Start Time A ☐ AM ☒ PM

Run Days M T W T F S A S U

Start Time B ☐ AM ☒ PM

Run Days M T W T F S A S U

Location 1/2 Bank

Source Ch Well ☐ N

Back Flow ☒ Y ☐ N

Controller	Zone	1	2	3	4	5	6	7	8	9	10	11	12				
Head Type	PU	PU	PU	PU	PU	PU	PU	R	R	R	PU	R	R				
Run Time	20	20	20	20	20	20	20	45	45	60	20	50	50				
Plant Type	Turf	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
	Shrub																
	Annual																
Pipes	Mainline break																
	Lateral line break																
Valves	Zone Not Responding																
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle	<input checked="" type="checkbox"/>															
	6" Pop Up	<input checked="" type="checkbox"/>															
	12" Pop Up	<input checked="" type="checkbox"/>															
	Riser																
	Rotor																
Adjustments	Adjust pattern																
	Capped																
	Raised / Lowered																
Location		Rd Side	sidewalk Rd	Rd side	Fountain	Fountain	Fountain	sidewalk	By Clock	Rt side fountain	Fountain	Li side Avon ent	Rt side Avon ent				

Zone	Location and Description	40' R	80' R	120' P	60' P	FT	90'	180'	240'	360'	EST	EST	MT	Fontbouni
1	At sidewalk				3	12		3						Mint
5	Left of clock				1	5			1					Mint
														Mint
														Mint
														Mint





irrigation Maintenance Check

Vista Lakes CDD  
 Job # 10126  
 8204-8206 Bristol Channel Way Orlando  
 32829  
 Preapproval Authorization Amount: \$  
 Date of Inspection 1/12/12  
 Technician [Signature]

**Irrigation Controller**  
 Location Clock # Avon "A,B"  
 Current Time  
 Rain Sensor (Y) N  
 In "off" position (Y) N  
 Start Time A 8 AM PM  
 Run Days M T W T H F S A S U  
 Start Time B  
 Run Days M T W T H F S A S U  
 Commence Point  
 Location 5 1/2 Bank  
 Source City Well  
 Back Flow (Y) N

Controller	Zone	13	14	15	16	17	18	19	20	21	22						
Head Type	PU	PU	PU	R	PU	R	R	PU	PU	PU							
Run Time	20	20	20	0	20	45	60	0	20	20							
Plant Type	Turf																
	Shrub																
	Annual																
Pipes	Mainline break																
	Lateral line break																
Valves	Zone Not Responding																
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle																
	6" Pop Up																
	12" Pop Up																
	Riser																
	Rotor																
Adjustments	Adjust pattern																
	Capped	(1)															
	Released / Unwound																
Location		Left side Avon ent	Avon ent			Left curb Rt ent	Rt ent turf	Left pond		Pond inside fence	Rt ent rt curb						

Zone	Location and Description	SPRINKLER	100 P	200 P	300 P	400 P	500 P	600 P	700 P	800 P	900 P	1000 P	1100 P	1200 P	1300 P	1400 P	1500 P
13	At corner																





Irrigation Maintenance Check

Vista Lakes CDD  
 Job # 10120  
 6204-8298 Bristol Channel Way Orlando  
 32829  
 Reservoir Authorization Amount: \$  
 Date of Inspection 1/6/21  
 Technician Jason

**Irrigation Controller**  
 Location Clock G Vista Park  
 Current Time  
 Rain Sensor ☒ N  
 In "Off" position ☒ N  
 Start Time A 7 AM PM  
 Run Days M T W T H F S A S U  
 Start Time B  
 Run Days M T W T H F S A S U  
 Connection Point  
 Location S/S Bank  
 Source ☒ Well  
 Back Flow ☒ N

Controller	Zone	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Head Type	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	R	PU	PU	PU	PU
Run Time	15	15	15	15	15	15	15	30	20	15	15	15	30	30	25	15	15
Plant Type	Turf		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓
	Shrub		✓		✓	✓		✓	✓		✓	✓	✓		✓	✓	
	Annual											✓					
Pipes	Mainline break																
	Lateral line break																
Valves	Zone Not Responding	1												1			
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle																
	6" Pop Up																
	12" Pop Up																
	Riser																
	Rotor																
Adjustments	Adjust pattern																
	Capped																
	Raised / Lowered																
Location		Ent gate		RI ent	Ent rt side	RI ent	RI side	RI side	RI side	RI side	By Clock	By Clock	Across from clock		At playground	At playground	Stop sign LI side

Zone	Location and Description	Flow Rate	Flow	Flow P	Flow A	Flow	Flow	Flow	Flow	Flow	Flow	Flow	Flow	Flow	Flow	Flow	Flow	Flow





Irrigation Maintenance Check

Vista Lakes CDD  
 Job # 10126  
 6204-6206 Bristol Channel Way Orlando  
 32828  
 Preapproval Authorization Amount: \$  
 Date of Inspection 1/6/21  
 Technician *Jesse*

**Irrigation Controller**  
 Location Clock G Vista Park  
 Current Time  
 Rain Sensor ☒ N  
 In "Off" position ☒ N  
 Start Time A 7 AM PM  
 Run Days M T W T H F S A S U  
 Start Time B AM PM  
 Run Days M T W T H F S A S U  
**Controller Point**  
 Location S/S Bank  
 Source ☒ Well  
 Back Flow ☒ N

Controller	Zone	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32
Head Type	R	PU	PU	R	PU	PU	PU	PU	PU	R	PU	R	PU	PU	PU	PU	PU
Run Time	35	35	15	45	15	20	15	15	45	15	45	20	20	15	15	15	
Plant Type	Turf	✓		✓		✓	✓	✓		✓		✓			✓	✓	
	Shrub	✓					✓	✓							✓		
	Annual						✓								✓		
Pipes	Mainline break																
	Lateral line break																
Valves	Zone Not Responding		1		1				1		1		1	1			1
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle																
	6" Pop Up																
	12" Pop Up																
	Riser																
	Rotor																
Adjustments	Adjust pattern																
	Capped																
	Raised / Lowered																
Location		At side slope West of Courts	RT playground	Behind play ground	Behind play ground	along side walk	End way from last zone			Across from Carlisle		Across from 7026			Carlisle Ent 2	Across from Carl Ent 2	

Zone	Location and Description	Pressure (PSI)	Flow (GPM)	12in P	12in F	12in P	12in F	12in P	12in F	12in P	12in F	12in P	12in F	12in P	12in F	12in P	12in F





Irrigation Maintenance Check

Visit Lakes CDD  
 Job # 10128  
 8204-8205 Bristol Channel Way Orlando  
 32829  
 Preapproval Authorization Amount: \$  
 Date of Inspection 1/6/21  
 Technician J. S. S.

**Irrigation Controller**  
 Location Clock G Vista Park  
 Current Time  
 Rain Sensor (P) N  
 Moisture Sensor (P) N  
 Start Time A 7 AM (P)  
 Run Days MTWTHFSA SU  
 Start Time B  
 Run Days MTWTHFSA SU  
 Connection Point  
 Location S/E Bank  
 Source City Wall  
 Back Flow (P) N

Controller	Zone	33	34	35	36	37	38	39	40								
Head Type	PU	PU	PU	PU		PU		PU									
Run Time	20	20	15	0	15	15	15	15									
Plant Type	Turf			✓			✓		✓								
	Shrub						✓		✓								
	Annual																
Pipes	Mainline Break																
	Lateral line break																
Valves	Zone Not Responding	1	1		1	1		1									
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle																
	6" Pop Up																
	12" Pop Up																
	Riser																
	Rotor																
Adjustments	Adjust pattern																
	Capped																
	Raised / Lowered																
Location				Inside gate exit side	Outside gate exit side		Island gate entrance		Outside gate exit side								

Zone	Location and Description	Inspector	Start	End	Run Time	Run Time	Run Time	Run Time	Run Time	Run Time	Run Time	Run Time	Run Time	Run Time	Run Time	Run Time	Run Time





Irrigation Maintenance Check

Vista Lakes CDD  
 Job # 10125  
 6204-6206 Bristol Channel Way Admin  
 32622  
 Preapproval Authorization Amount: \$  
 Date of Inspection: 1/12/11  
 Technician: J. G. D.

Irrigation Controller		
Location	Vista Lakes Blvd. "F"	
Current Time		
Rain Sensor	15	N
In "On" position	15	N
Start Time A	10 AM (10)	
Run Days	MTWTFSA SU	
Start Time B	AM PM	
Run Days	MTWTFSA SU	
Controller Port		
Location	5/3 Bonnie	
Source	15	Well
Back Flow	15	N

Controller	Zone	1	2	3	4	5	6	7	8	9	10	11	12				
	Head Type	PU	R	PU	PU	PU	PU	PU	PU	PU	R	PU	PU				
	Run Time	15	45	20	20	25	20	20	20	20	45	20	20				
Plant Type	Turf					✓	✓						✓				
	Shrub												✓				
	Annual																
Pipes	Mainline break																
	Lateral line break																
Valves	Zone Not Responding	1	3	1	1			1	1	1	1	1					
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle																
	6" Pop Up												5				
	12" Pop Up																
	Riser																
Adjustments	Rotor																
	Adjust pattern																
	Gapped																
Location	Release / Covered																

Zone	Location and Description	Source Meter	Run Time	Start	Stop	FT	1	2	3	4	5	6	7	8	9	10	11	12	Footcandle
12	Stack zone at road x2 Mid zone at sidewalk x3					5	15				5								Min/Sec
																			Min/Sec
																			Min/Sec
																			Min/Sec
																			Min/Sec





Irrigation Maintenance Check

Vista Lakes CDD  
 Job # 10126  
 6204-B206 Bristol Channel Way Orlando  
 32829  
 Proposed Authorization Amount: \$  
 Date of Inspection: 1/12/21  
 Technician: [Signature]

**Irrigation Controller**  
 Location: Vista Lakes Blvd. "F"  
 Current Time:  
 Rain Sensor: D N  
 Wet/Dry sensor: D N  
 Start Time A: 10 AM/PM  
 Run Days: M T W T F S A S U  
 Start Time B:  
 Run Days: M T W T F S A S U  
 Combination Point:  
 Location: S/S Back  
 Source: [Signature] Well  
 Back Flow: M N

Controller	Zone	13	14	15	16	17	18	19	20	21	22	23	24	25	26		
Head Type	PU	R	R	PU	PU	R	PU	PU	PU	PU	PU	PU	PU		R		
Run Time	20	45	45	20	20	45	20	20	20	20	20	20	20		45		
Plant Type	Turf	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓		
Shrub	✓	✓	✓	✓	✓		✓	✓		✓	✓	✓			✓		
Annual													✓				
Pipes	Mainline break																
Lateral line break																	
Valves	Zone Not Responding											1		1	1		
Valve Leaking																	
Zone stuck open																	
Broken Heads	Replace Nozzle					1											
6" Pop Up	1			8													
12" Pop Up																	
Riser																	
Rotor							1										
Adjustments	Adjust pattern																
Capped																	
Raised / Lowered																	
Location																	

Zone	Location and Description	Emitter Filter	2in H	12in F	2in F	1in F	1/2in F	1/4in F	1/8in F	1/16in F	1/32in F	1/64in F	1/128in F	1/256in F	1/512in F	1/1024in F	1/2048in F
13	Start zone at wall				1	15				1							
14	End zone at wall		1														
16	Start, mid and end zone				8	15			8								
17	End zone mid field					15					1						
18	Mid zone at sidewalk		1														





# Irrigation Maintenance Check

Vista Lakes CDD

Job # 10126

6204-6206 Bristol Channel Way Orem UT 84058

Preapproval Authorization Amount: \$

Date of Inspection 11/7/21

Technician J. Smith

Irrigation Controller

Location Clock "C"

Current Time

Rain Sensor (X) N

In "On" position (X) N

Start Time A 8 AM (PM)

Run Days M T W T H F S A S U

Start Time B AM PM

Run Days M T W T H F S A S U

Construction Point

Location 513 Bank

Source (CR) Well

Back Flow (X) N

Controller	Zone	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
Head Type	2	PU	R/PU	PU	PU	PU	PU	PU	PU	PU	R	PU	PU	PU	PU	PU	PU	PU
Run Time	40	20	40	20	20	20	20	20	20	20	40	20	20	20	20	20	20	20
Plant Type	Turf	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Shrub	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Annual																		
Pipes	Mainline break																	
Lateral line break																		
Valves	Zone Not Responding														1			
Valve Leaking																		
Zone stuck open																		
Broken Heads	Replace Nozzle						1							1				
6" Pop Up				1									2	1			1	
12" Pop Up																		
Riser																		
Rotar			2								2							
Adjustments	Adjust pattern																	
Capped																		
Raised / Lowered																		
Location	Island Int CH	Island Int CH	Island Int CH	RS CH ent	Ent of CH	Far of CH	RS ent to Horizons	LS ent to Horizons	Island Int to Island & Public	Island Int to Island & Public	RS Public ent	LS Public ent					Mid Island in side Horizon	Mid Island across in Horizon

Zone	Location and Description	Boiler	Run A	120 F	150 F	180 F	210 F	240 F	270 F	300 F	330 F	360 F	390 F	420 F	450 F	480 F	510 F	540 F
3	End zone club side		2															Min/Hr
4	End zone at sidewalk					1	15			1								Min/Hr
6	Start zone at sidewalk						15			1								Min/Hr
10	Start zone club side		2															Min/Hr
11	End zone						15	1	1									Min/Hr





# Irrigation Maintenance Check

Vista Lakes CDD
Job # 10126
6204-6206 Bristol Channel Way Orlando 32829
Freemover's Authorization Amount: \$
Date of Inspection 1/7/21
Technician JASR

Irrigation Controller		
Location	Clock "C"	
Current Time		
Rain Sensor	(Y)	N
10" ON position	(Y)	N
Start Time A	8 AM PM	
Run Days	MTWTFSA SU	
Start Time B	AM PM	
Run Days	MTWTFSA SU	
CONNECTION POINT		
Location	S 1/2 Bank	
Source	(Y)	Well
Back Flow	(Y)	N

Controller	Zone	18	19		21		23	24	25	26	27	28	29	30				
Head Type	R	PU																
Run Time	40	20																
Plant Type	Turf	✓	✓															
	Shrub	✓																
	Annual																	
Pipes	Mainline break																	
	Lateral line break																	
Valves	Zone Not Responding																	
	Valve Leaking																	
	Zone stuck open																	
Broken Heads	Replace Nozzle																	
	8" Pop Up		1															
	12" Pop Up																	
	Riser																	
	Rotor	1																
Adjustments	Adjust pattern																	
	Gapped																	
	Raised / Lowered																	
Location																		

Zone	Location and Description	Zone	Run P	12 P	Run P	FT	90	180	270	360	EST	EST	EST	EST	EST	EST	EST
12	Start zone (1) road side / End zone (2) at sidewalk				2	15		2									Min/Hr
13	Mid zone at sidewalk (middle) End zone at sidewalk				1	15		2									Min/Hr
15	Possible jet line break end zone at sidewalk																Min/Hr
16	End zone at road				1	15		1									Min/Hr
18	End zone clock side		1														Min/Hr
Zone	Location and Description	Zone	Run P	12 P	Run P	FT	90	180	270	360	EST	EST	EST	EST	EST	EST	EST
19	End zone at sidewalk				1	15		1									Min/Hr



West Lakes CDD  
Job # 10120  
6204-8200 Bristol Channel Way Orlando  
32829  
Preapproval Authorization Amount: \$  
Date of Inspection: 1/17/21  
Technician: J. Serv

Irrigation Controller		
Location	Pool Area "R"	
Current Time		
Rain Sensor	<input checked="" type="radio"/>	N
In "On" position	<input checked="" type="radio"/>	N
Start Time A	8 AM <input checked="" type="radio"/> PM	
Run Days	MTWTFSSA SU	
Start Time B	AM PM	
Run Days	MTWTFSSA SU	
Control Point		
Location	Near tower	
Source	<input checked="" type="radio"/> City	Well
Back Flow	<input checked="" type="radio"/>	N

Controller	Zone	1	2	3	4	5	6	7	8	9	10						
	Head Type	PU	PU	PU	PU	PU	R	R	PU/R		PU/B						
	Run Time	20	20	20	20	20	20	20	20	0	20						
Plant Type	Turf																
	Shrub																
	Annual																
Pipes	Mainline break																
	Lateral line break																
Valves	Zone Not Responding																
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle																
	6" Pop Up																
	12" Pop Up																
	Riser																
	Rotor																
Adjustments	Adjust pattern																
	Capped																
	Raised / Lowered																
Location	Open	Lt side Slide	Rt side Slide	Book	Open	Fit Room	PG	Open	Open		Flower Pots						

[illegible]





Irrigation Maintenance Check

Vista Lakes CDD  
 Job # 10126  
 6204-8208 Bristol Channel Way Orlando  
 32829  
 Preapproval Authorization Amount: \$  
 Date of Inspection: 1/12/21  
 Technician: Jason

**Irrigation Controller**

Location: Recreation Area "T"  
 Current Time:  
 Rain Sensor: ☒ N  
 Wet/Dry sensor: ☒ N  
 Start Time A: AM PM  
 Run Days: M T W T H F S A S U  
 Start Time B: AM PM  
 Run Days: M T W T H F S A S U  
 Connection Point:  
 Location: 1/3 Bank  
 Source: City Well  
 Back Flow: ☒ N

Controller	Zone	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
Head Type	PU	PU	PU	PU	R	PU	PU	R	R	R	R	PU	PU	R	R	R	
Run Time	15	20	20	15	50	20	20	50	0	50	20	20	20	45	20		
Plant Type	Turf	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	
	Shrub	✓	✓	✓	✓												
	Annual	✓															
Pipes	Mainline break																
	Lateral line break																
Valves	Zone Not Responding																
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle																
	6" Pop Up			1													
	12" Pop Up																
	Riser																
	Rotor														1		
Adjustments	Adjust pattern																
	Capped																
	Raised / Lowered																
Location		Entry Rd Center Isle	Around Pond	Exit side sidewalk	Club House	Pond Rt of Club Hou	Tennis Court Parking	Tennis Court	Tennis Court		Tennis Court	Tennis Court Sidewalk	Back sidewalk to CH	Open field by Pool	Lt side of Pool	Chickasaw	

Zone	Location and Description	Broken Riser	5/8" Riser	1/2" P 1/4" P	1/2" P 1/4" P	1/2" P 1/4" P	1/2" P 1/4" P	1/2" P 1/4" P	1/2" P 1/4" P	1/2" P 1/4" P	1/2" P 1/4" P	1/2" P 1/4" P	1/2" P 1/4" P	1/2" P 1/4" P	1/2" P 1/4" P	1/2" P 1/4" P	1/2" P 1/4" P
3	End zone roadside at trees					1	10			1							
4	End zone mid field		1														





Irrigation Maintenance Check

Visa Lakes GDO  
 Job # 10120  
 6204-6206 Bristol Channel Way Orlando  
 32829  
 Worksheet # JSD00201 00 Area 003  
 Date of Inspection 1/12/21  
 Technician Jason

**Irrigation Controller**  
 Location Lake Champlain Line 10  
 Control Type  
 Rain Sensor ☒ N  
 In 'Off' position ☒ N  
 Start Time A 9:45 AM ☒ PM  
 Run Days M T W T H F S A S U  
 Start Time B  
 Run Days M T W T H F S A S U  
 Connection Point  
 Location Near clock at road  
 Source ☒ Well  
 Back Flow ☒ N

Controller	Zone	1	2	3	4	5	6	7	8								
	Head Type	PU	PU	PU	PU	PU	PU	PU	PU								
	Run Time	10	10	10	10	10	10	10	10								
Plant Type	Turf																
	Shrub																
	Annual																
Pipes	Mainline break																
	Lateral line break																
	Zone Not Responding																
Valves	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle																
	6" Pop Up																
	12" Pop Up																
	Riser																
	Rotor																
Adjustments	Adjust pattern																
	Capped																
	Raised / Lowered																
Location																	

Zone	Location and Description	Zone	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	*System off at meter due to leaking valves at tree*																





Irrigation Maintenance Check

Vista Lakes COD
Job # 10126
6204-6206 Bristol Channel Way Orlando 32829
Proposed Authorization Amount: \$
Date of Inspection 1/11/21
Technician Jason

Irrigation Controller		
Location	Newport - Chickasaw "L" Left behind Newport Sign	
Current Time		
Rain Sensor	<input checked="" type="checkbox"/>	N
In/Out position	<input checked="" type="checkbox"/>	N
Start Time A	9 AM (PM)	
Run Days	M T W T F S A S U	
Start Time B		
Run Days	M T W T F S A S U	
Connection Point		
Location	S/S Bank	
Source	<input checked="" type="checkbox"/>	Well
Back Flow	<input checked="" type="checkbox"/>	N

Controller	Zone	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Head Type	PU	PU	PU	PU	PU	PU	PU	PU	PU/R	PU	PU	PU/R	R	PU	PU	R	PU
Run Time	30	30	15	30	15	20	15	45	15	0	45	15	15	15	45	15	
Plant Type	Turf	✓	✓	✓	✓	✓	✓	✓	✓			✓		✓	✓	✓	✓
	Shrub	✓	✓	✓	✓		✓	✓									✓
	Annual	✓	✓		✓												
Pipes	Mainline break																
	Lateral line break																
Valves	Zone Not Responding									✓	✓		✓				
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle																
	6" Pop Up			✓		✓											✓
	12" Pop Up																
	Riser																
Adjustments	Rotor																
	Adjust pattern																
	Capped																
Location	Raised / Lowered																

Zone	Location and Description	Design Year	Sp-R	Zone P	Run P	PI	90	180	270	SMT	EST	MP	Revised
3	Start zone at sidewalk				1	15				✓			Min/Hr
5	Mid zone at road				1	15				✓			Min/Hr
16	End zone in bushes				1	15		✓					Min/Hr
													Min/Hr
													Min/Hr





Irrigation Maintenance Check

Vista Lakes CDD  
 Job # 10126  
 8264-8208 Bristol Channel Way Orlando  
 32825  
 Prescribed Irrigation Amount: 5  
 Date of Inspection: 11/12/21  
 Technician: M. S. C.

**Irrigation Controller**

Location: Newport - Chickasaw "L"

Current Time:

Rain Sensor: ☒ N

Wet/Dry Sensor: ☒ N

Start Time A: 9 AM PM

Run Days: M T W T H F S A S U

Start Time B: AM PM

Run Days: M T W T H F S A S U

Connection Point:

Location: S/S Bank

Source: ☒ Well

Back Flow: ☒ N

Control	Zone	17	18	19	20	21	22	23	24	25						
Head Type	PU	PU	PU	PU	PU	PU	R/PU	PU	PU	PU						
Run Time	15	15	15	20	15	15	15	15	15	15						
Plant Type	Turf	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						
	Shrub		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						
	Annual						<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>								
Pipes	Mainline break															
	Lateral line break															
Valves	Zone Not Responding			1												
	Valve Leaking															
	Zone stuck open															
Broken Heads	Replace Nozzle															
	6" Pop Up				1	1	1									
	12" Pop Up															
	Riser															
	Rotor															
Adjustments	Adjust pattern															
	Capped															
	Reel (Lowered)															
Location																

Zone	Location and Description	Run Time	Run Time	12" Pop Up	6" Pop Up	Run Time	Run Time	Run Time	Run Time	Run Time	Run Time	Run Time	Run Time	Run Time	Run Time	Run Time
20	Mid zone at canal				1	15										Min/Hr
21	Mid zone mid field				1	10			1							Min/Hr
22	End zone at sidewalk by trees				1	15				1						Min/Hr
																Min/Hr
																Min/Hr





Irrigation Maintenance Check

Vista Lakes CDD  
Job # 10120  
8204-8206 Bristol Channel Way Orlando  
32829  
Inspector's Authorization / Amount \$  
Date of Inspection 1/6/21  
Technician Nelson

**Irrigation Controller**  
Location: Newport Park "D"  
Current mode:  
Rain Sensor: ☒ On ☐ Off N  
in "On" position: ☒ ☐ N  
Start Time A: 11:30 AM PM  
Run Days: M T W T H F S A S U  
Start Time B: AM PM  
Run Days: M T W T H F S A S U  
Conservation Point  
Location:  
Source: City Well  
Back Flow: Y N

MDC

Controller	Zone	1	2	3	4	5	6	7	8	9	10	11	12				
	Head Type	PU	PU	PU	PU	PU	PU	PU	R	R	PU	R	PU				
	Run Time	15	30	30	15	0	0	0	30	30	15	30	15				
Plant Type	Turf	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
	Shrub	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>									<input checked="" type="checkbox"/>					
	Annual																
Pipes	Mainline break																
	Lateral line break																
Valves	Zone Not Responding								1								
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle			1													
	8" Pop Up										3						
	12" Pop Up																
	Riser																
	Rotor											1					
Adjustments	Adjust pattern																
	Capped																
	Released / Lowered																
Location																	

Zone	Location and Description	Inspection Date	Inspection Time	Inspection By	Flt	Qty	100	MO	BST	ESD	WT	Comments
3	End zone at sidewalk				15				1			None
10	Mid zone at sidewalk				3	15			2	15		None
11	At sidewalk				1							None
												None
												None





Irrigation Maintenance Check

**Vista Lakes CDD**  
**Job # 10126**  
 6214-6206 Bristol Channel Way Orlando  
 32829  
 Preapproval Authorization Amount \$  
 Date of Inspection 1/16/21  
 Technician J. Se

**Irrigation Controller**  
 Location Vista Park Entry "D" Vista Park  
 Current Time  
 Rain Sensor ☒ N  
 In "On" position ☒ N  
 Start Time A 11:30 AM PM  
 Run Days M T W T H F S A S U  
 Start Time B AM PM  
 Run Days M T W T H F S A S U  
**Connection Point**  
 Location 1/2 Rank  
 Source City Well  
 Back Flow ☒ N

Vista Park Entry "D"																			
Controller	Zone	1	2	3	4	5	6	7	Node				5	6	7	8	9	10	
Head Type	PU	PU	PU	D/PU	PU	PU	PU	PU	PU				PU	R	PU	PU	PU	PU	
Run Time	15	15	30	30	15	15	30	30											
Plant Type	Turf		/	/	/	/	/	/											
	Shrub		/	/	/		/	/											
	Annual		/	/	/														
Pipes	Mainline break																		
	Lateral line break			1															
Valves	Don't Work Responding	1																	
	Valve Leaking																		
	Zone clock open																		
Broken Heads	Replace Nozzle																		
	6" Pop Up																		
	12" Pop Up																		
	Riser																		
Adjustments	Rotor																		
	Adjust pattern																		
	Capped																		
	Raised / Lowered																		
Location																			
			RI Ent	LI Ent	Contr Island	RI Ent													

Zone	Location and Description	Shrub	Shrub	Shrub	Shrub	FT	Sh	180	360	540	720	900	1080	1260	1440





Irrigation Maintenance Check

Vista Lakes COD

Job # 10126

6204-6206 Bristol Channel Way-Orlando 32829

Presapproval Authorization Amount: \$

Date of Inspection 1/7/21

Technician *James*

Irrigation Controller

Location

Winston Turf - behind Vista Park Wall

Current Time

Rain Sensor

*☒*

N

In "On" position

*☒*

N

Start Time A

*11:20 AM*

*PM*

Run Days

*M T W T H F S A S U*

Start Time B

AM PM

Run Days

*M T W T H F S A S U*

Connection Point

Location

*5th Bank*

Source

*City*

Well

Back Flow

*☒*

N

Controller	Zone	1	2	3	4	5	6	7	8	9	10						
	Head Type	PU	PU	R	PU	PU	R	PU	D/B								
	Run Time	15	15	50	15	15	50	15	0								
Plant Type	Turf	<i>✓</i>	<i>✓</i>	<i>✓</i>	<i>✓</i>	<i>✓</i>	<i>✓</i>										
	Shrub	<i>✓</i>		<i>✓</i>	<i>✓</i>		<i>✓</i>										
	Annual	<i>✓</i>															
Pipes	Mainline break																
	Lateral line break																
Valves	Zone Not Responding							<i>1</i>									
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle																
	5" Pop Up																
	12" Pop Up																
	Riser																
Adjustments	Rotor																
	Adjust pattern																
	Capped																
	Retired / Lowered																
Location																	

Zone	Location and Description	Broken Valve	Gate Valve	12" P Gate Valve	8" P Gate Valve	12" FT	10"	18"	36" LST	30" T	24" T	12" T	30" T	24" T	12" T	30" T	24" T	12" T
																		Min/Hr
																		Min/Hr
																		Min/Hr
																		Min/Hr
																		Min/Hr
																		Min/Hr





Irrigation Maintenance Check

Vista Lakes CDD  
Job # 10128  
6204-8206 Bristol Channel Way Orlando  
32825  
Preapproval Authorization Amount: \$  
Date of Inspection 1/7/11  
Technician Sean

**Irrigation Controller**  
Location Vista Lakes Blvd "B"  
Current Time  
Rain Sensor ☒ N  
In\*On position ☒ N  
Start Time A 6 AM PM  
Run Days M T W T H F S A S U  
Start Time B AM PM  
Run Days M T W T H F S A S U  
Connection Point  
Location S/S Bank  
Source City Well  
Back Flow ☒ N

Controller	Zone	1	2	3	4	5	6	7	8	9	10	11	12				
	Head Type	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU				
	Run Time	20	20	20	20	20	20	20	20	20	20	20	20				
Plant Type	Turf	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>					
	Shrub																
	Annual																
Pipes	Mainline break																
	Lateral line break																
Valves	Zone Not Responding									1	1	1	1	1			
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle																
	6" Pop Up																
	12" Pop Up																
	Riser																
	Rotor																
Adjustments	Adjust pattern																
	Capped																
	Raised / Lowered																
Location		Clock side															

Zone	Location and Description	Broken Head	Valve Leaking	Zone Stuck Open	Head Type	Run Time	Plant Type	Adjustments	Broken Heads
3	mid zone at sidewalk				1	15	1		





Irrigation Maintenance Check

Vista Lakes CDD

Job # 10120

6204-6206 Bristol Channel Way Orlando 32629

Preapproval Authorization Amount: \$

Date of Inspection

Technician

Irrigation Controller

Location

Vista Lakes Blvd "B"

Control Time

Rain Sensor

Y

N

In Tim position

Y

N

Start Time A

AM

PM

Run Days

MTWTFSA SU

Start Time B

AM

PM

Run Days

MTWTFSA SU

Connection Point

Location

Source

City

Well

Back Flow

Y

N

Controller	Zone	13	14	15	16	17	18	19	20	21	22	23	24				
	Head Type	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU		PU				
	Run Time	20	20	20	20	20	20	20	20	20	20	20	20				
Plant Type	Turf			✓	✓	✓	✓		✓	✓	✓		✓				
	Shrub																
	Annual																
Pipes	Mainline break																
	Lateral line break																
Valves	Zone Not Responding	1	1	1	1	1	1	1				1					
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle																
	6" Pop Up																
	12" Pop Up																
	Riser																
Adjustments	Rotar																
	Adjust pattern																
	Capped																
	Raised / Lowered																
Location				School side													

Zone	Location and Description	13 MIN	14 MIN	15 MIN	16 MIN	17 MIN	18 MIN	19 MIN	20 MIN	21 MIN	22 MIN	23 MIN	24 MIN	25 MIN	26 MIN	27 MIN	28 MIN	29 MIN	30 MIN
																			Minute
																			Minute
																			Minute
																			Minute
																			Minute





Irrigation Maintenance Check

Vista Lakes CDD  
Job # 10126  
6204-6206 Bristol Channel Way Orlando  
32829  
Preapproval Authorization Amount \$  
Date of Inspection 10/3/12  
Technician J. Scott

Irrigation Controller  
Location Vista Lakes Blvd "B"  
Current Time  
Rain Sensor ☒ N  
in Operation ☒ N  
Start Time A AM PM  
Run Days M T W T H F S A S U  
Start Time B AM PM  
Run Days M T W T H F S A S U  
Connection Point  
Location  
Source City Well  
Back Flow Y N

Zone	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40
Controller	Head Type	PU	PU	PU	RPU	PU/R	R	PU	R	R	PU	PU	PU	PU	R	
Plant Type	Run Time	20	20	20	45	45	20	45	45	20						
Pipes	Turf	✓	✓	✓	✓	✓	✓	✓	✓	✓						
Valves	Shrub					✓	✓	✓		✓						
Broken Heads	Annual															
Adjustments	Mainline break															
	Lateral line break															
	Zone Not Responding								1	1						
	Valve Leaking															
	Zone stuck open															
	Replace Nozzle															
	6" Pop Up					2		1								
	12" Pop Up															
	Riser															
	Rotor					3	5									
	Adjust pattern															
	Capped															
	Raised / Lowered															
Location				Across from fountain												

Zone	Location and Description	Flow Rate	Run Time	Run Date	Run Time	Run Date	Run Time	Run Date	Run Time	Run Date	Run Time	Run Date	Run Time	Run Date	Run Time	Run Date





Irrigation Maintenance Check

Vista Lakes CDD  
Job # 10126  
1204-8206 Bristol Channel Way Orlando  
32829  
Irrigation Authorization Amount: \$  
Date of Inspection 1/12/21  
Technician Jason

**Irrigation Controller**  
Location Vista Lakes Blvd "E"  
Current Time  
Rain Sensor C N  
In "On" position D N  
Start Time A 9 AM PM  
Run Days M T W T H F S A S U  
Start Time B AM PM  
Run Days M T W T H F S A S U  
Controller Brand  
Location 3/3 Bank  
Source City Wall  
Back Flow N

Controller	Zone	1	2	3	4	5	6	7	8	9	10	11	12				
	Head Type	PU	R	PU	PU	R	PU	PU	PU	PU	PU	PU	PU				
	Run Time	15	45	20	15	45	15	15	20	15	15	15	15				
Plant Type	Turf	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
	Shrub				✓	✓	✓		✓	✓	✓	✓	✓				
	Annual																
Pipes	Mainline break																
	Lateral line break																
Valves	Zone Not Responding																
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle								1				1				
	6" Pop Up							1				1	1				
	12" Pop Up																
	Riser											1					
Adjustments	Rotor																
	Adjust pattern																
	Capped																
	Raised / Lowered																
Location																	

Zone	Location and Description	Break	Size	Depth	Dist	FT	HD	100	200	300	400	500	600	700	800	900	1000
7	End zone at road				1	15			1								Min/10
8	Mid zone at wall																Min/10
11	Riser at start zone and 6" at sidewalk				1	15			2								Min/10
12	Nozzle at wall and 6" at sidewalk				1	15			2								Min/10
																	Min/10





Irrigation Maintenance Check

Vista Lakes CDD  
 Job # 10126  
 5204-6206 Bristol Channel Way Orlando  
 32829  
 Preapproval Authorization Amount: \$  
 Date of Inspection 1/12/20  
 Technician Jack Smith

**Irrigation Controller**  
 Location Vista Lakes Blvd "E"  
 Current Time  
 Rain Sensor ☒ N  
 In "On" position ☒ N  
 Start Time A 9 AM (PM)  
 Run Days M T W T H F S A S U  
 Start Time B AM PM  
 Run Days M T W T H F S A S U  
 Connection Point  
 Location 53 Baric  
 Source (E162) Well  
 Back Flow ☒ N

Zone	13	14	15	16	17	18	19	20	21	22	23	24				
Controller																
Head Type	PU	PU	PU	PU	PU	R	R	R	PU	PU	PU	R				
Run Time	15	15	15	15	15	45	45	45	20	20	20	45				
Plant Type																
Turf			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
Shrub			✓	✓	✓	✓		✓	✓	✓	✓	✓				
Annual				✓	✓											
Pipes																
Mainline break																
Lateral line break						2 NETA										
Valves																
Zone Not Responding	1	1														
Valve Leaking																
Zone stuck open																
Broken Heads																
Replace Nozzle																
5" Pop Up																
12" Pop Up																
Riser																
Rotor																
Adjustments																
Adjust pattern																
Capped					1 E											
Raised / Lowered																
Location																

Zone	Location and Description	Section	Dist. A	Dist. B	Dist. C	Dist. D	Dist. E	Dist. F	Dist. G	Dist. H	Dist. I	Dist. J	Dist. K	Dist. L	Dist. M	Dist. N	Dist. O	Dist. P	Dist. Q	Dist. R	Dist. S	Dist. T	Dist. U	Dist. V	Dist. W	Dist. X	Dist. Y	Dist. Z
16	Heavy roots, chainsaw needed																											





Irrigation Maintenance Check

Visa Lakes CDD  
Job # 10126  
5264-8205 Bristol Channel Way Orlando  
32829  
Inspector: Authorized Amount: \$  
Date of Inspection 1/12/20  
Technician hson

**Irrigation Controller**  
Location Chickasaw Blvd 7C  
Current Time  
Rain Sensor Y N  
In "On" position Y N  
Start Time A 10 AM PM  
Run Days MTWTFSSU  
Start Time B  
Run Days MTWTFSSU  
Connection Point  
Location 5/3 Basic  
Source City Well  
Back Flow Y N

Controller	Zone	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
	Head Type	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU
	Run Time	15	15	15	0	0	15	15	15	15	15	15	15	15	15	15	15	15	15	30
Plant Type	Turf	✓		✓			✓	✓		✓	✓	✓	✓	✓		✓				✓
	Shrub																			✓
	Annual																			
Pipes	Mainline break																			
	Lateral line break							1												
Valves	Zone Not Responding		1		1	1			1						1		1	1	1	
	Valve Leaking																			
	Zone stuck open																			
Broken Heads	Replace Nozzle																			
	6" Pop Up	2										2	3	1						1
	12" Pop Up																			
	Riser																			
Adjustments	Rotor																			
	Adjust pattern																			
	Capped																			
	Released / Lowered																			
Location																				

Zone	Location and Description	Current Run	On H	Off H	Min	Sec	On	Off	On	Off	On	Off	On	Off	On	Off	On	Off	On	Off
1	Start zone at sidewalk mid zone at road				2	12			2											
7	Lat line break at tree mid zone																			
11	Start zone at road mid zone at road				2	15			✓											
12	End zone at road				3	15									3					
15	End zone at road				1	15			1											
19	Mid zone at tree																			





Irrigation Maintenance Check

Visle Lakes CDD  
Job # 10126  
5204-6206 Bristol Channel Way Orlando  
32839  
Head of Approval Authorized Amount: \$  
Date of Inspection 11/11/18  
Technician [Signature]

Irrigation Controller  
Location Chickasaw Blvd "L"  
Current Time  
Rain Sensor [X] N  
In-Row Sensor [X] N  
Start Time A 11:45 AM [X]  
Run Days M T W T F S A S U  
Start Time B AM PM  
Run Days M T W T F S A S U  
Connection Point  
Location 5/3 Brunk  
Source [X] Well  
Back Flow [X] N

Controller	Zone	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
	Head Type	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	
	Run Time	15	15	15	15	15	0	15	15	15	15	15	15	15	15	15	0	
Plant Type	Turf	✓	✓	✓		✓		✓	✓	✓	✓	✓	✓	✓	✓	✓		
	Shrub	✓	✓	✓		✓		✓	✓	✓	✓		✓	✓	✓	✓		
	Annual	✓		✓		✓				✓			✓		✓			
Pipes	Mainline break																	
	Lateral line break																	
Valves	Zone Mtl. Responding				1													
	Valve Leaking																	
	Zone stuck open																	
Broken Heads	Replace Nozzle									1								
	8" Pop Up		2	1						1								
	12" Pop Up																	
	Riser																	
Adjustments	Rotor																	
	Adjust pattern																	
	Capped																	
Location	Raised / Lowered																	
		RI Side Ent			LI Side Ent										Center Island			

Zone	Location and Description	Min/Sec	On/Off	Run P	On P	Off P	On P	Off P	On P	Off P	On P	Off P	On P	Off P	On P	Off P	On P	Off P
2	Mid zone at tree				2	12		2										
3	End zone at road, middle at tree				1	10		2										





# Irrigation Maintenance Check

Vista Lakes CDD  
 Job # 10126  
 6264-6265 Bristol Channel Way Orlando  
 32829  
 Preapproval Authorization Amount: \$  
 Date of Inspection 1/7/21  
 Technician Jason

**Irrigation Controller**  
 Location Champlain Trl Amherst Park  
 Inside Fence  
 Current Time  
 Rain Sensor (Y) N  
 Anticirc-purge (Y) N  
 Start Time A 6 AM PM  
 Run Days MTWTFSA SU  
 Start Time B  
 Run Days MTWTFSA SU  
 Location S/S Bank  
 Source Well  
 Back Flow (Y) N

Controller	Zone	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Head Type	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU/R	PU
Run Time	20	15	15	15	15	15	15	15	15	30	15	15	15	15	10	15	15
Plant Type	Turf	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Shrub				✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓
Annual					✓			✓	✓	✓		✓			✓	✓	
Pipes	Mainline break																
Lateral line break							1										
Valves	Zone Not Responding																
Valve Leaking																	
Zone stuck open																	
Broken Heads	Replace Nozzle																
6" Pop Up	1	1					1					1					
12" Pop Up					1												
Riser																	
Rotor																	
Adjustments	Adjust pattern																
Capped																	
Raised / Lowered																	
Location	Rt side Box	Lt side Box	Center Box	of Center	4 center	Chickasaw Rd	Chickasaw Rd			Across from Box	Across from Box	Across box	Across box center is	10 plain ent	10 plain ent	10 plain ent	Champlain enter

Zone	Location and Description	Season	Run	Time	Run	Time	Run	Time	Run	Time	Run	Time	Run	Time	Run	Time	Run	Time
1	Mid zone at sidewalk				1	15							1					
2	End zone at sidewalk				1	15			1									
4	At corner in annuals			1		15	1											
6	Mid zone at tree and sidewalk				1	15							1					
15	End zone at sidewalk				1	10			1									





Irrigation Maintenance Check

Vista Lakes CDD  
 Job # 10125  
 6204-6206 Bristol Channel Way Orlando  
 32829  
 Preapproval Authorization Amount \$  
 Date of Inspection 1/7/21  
 Technician Susan

**Irrigation Controller**  
 Location Champlain "M"  
 Current Time  
 Rain Sensor ☐ N  
 In "On" position ☐ N  
 Start Time A 6 AM PM  
 Run Days M T W T H F S A S U  
 Start Time B  
 Run Days M T W T H F S A S U  
 Location 1/2 Bank  
 Source ☐ Well  
 Back Flow ☐ N

Controller	Zone	13	14	15	16	17	18	19	20	21	22	23	24				
Head Type		PU	PU	PU/R	PU	PU	PU	PU	PU	PU	PU	PU	PU				
Run Time						15	15	15	0	20	20	20	20				
Plant Type	Turf					✓	✓	✓									
	Shrub						✓	✓									
	Annual						✓	✓									
Pipes	Mainline break																
	Lateral line break																
Valves	Zone Not Responding								1	1	1	1	1				
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle																
	8" Pop Up					1											
	12" Pop Up																
	Riser																
	Rotor																
Adjustments	Adjust pattern																
	Capped																
	Raised / Lowered																
Location		Champlain Entrance	Champlain Entrance	Champlain Entrance	Champlain Entrance	Champlain Entrance			Chickasaw 28								

Zone	Location and Description	Head	Run	135 P	145 P	155 P	165 P	175 P	185 P	195 P	205 P	215 P	225 P	235 P	245 P	255 P	265 P
17	Start zone at sidewalk				1	15											





Irrigation Maintenance Check

Vista Lakes CDD  
 Job # 10126  
 6204-6206 Bristol Channel Way Orlando  
 32829  
 Improvement Authorization Amount: \$  
 Date of Inspection: 1/7/21  
 Technician: Jason

**Irrigation Controller**  
 Location: Arnhurst Park "N"  
 Current Time:  
 Rain Sensor: ☒ N  
 m-On position: ☒ N  
 Start Time A: 6 AM PM  
 Run Days: M T W T F S A S U  
 Start Time B: AM PM  
 Run Days: M T W T F S A S U  
 Connection Point:  
 Location: 5/3 bank  
 Source: ☒ Wall  
 Back Flow: ☒ N

Controller	Zone	1	2	3	4	5	6	7	8	9	10	11	12	NODE			
Head Type	R	R	R	R	R	R	R	R	R	R	PU	R	R	PU			
Run Time	45	45	45	45	45	45	45	45	45	45	20	45	60	20			
Plant Type	Turf	✓	✓		✓	✓	✓	✓	✓	✓	✓		✓	✓			
	Shrub	✓					✓		✓		✓			✓			
	Annual																
Pipes	Mainline break																
	Lateral line break																
Valves	Zone Not Responding			1								1					
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle																
	6" Pop Up																
	12" Pop Up																
	Riser																
	Rotor	1					1		1								
Adjustments	Adjust pattern																
	Capped																
	Raised / Lowered																
Location		Parking lot by clock	Field by clock at bench		Between Bbfield & court	Field by clock	By playground	Front of courts	Bluefield at wall	Bbfield	Across from clock		Bbfield				

Zone	Location and Description	Pressure Reg.	90° R	120° F	180° F	270°	360°	100'	350'	500'	650'	800'	950'	1100'	1250'	1400'	1550'
1	End zone at parking lot		1														Min/Mr
6	End zone near parking lot		1														Min/Mr
8	Near benches		1														Min/Mr
																	Min/Mr
																	Min/Mr





Irrigation Maintenance Check

Vista Lakes CDD  
Job # 10125  
5204-5205 Bristol Channel Way Orlando  
32829  
Preapproval Authorization Amount: \$  
Date of Inspection 1/7/21  
Technician Jason

**Irrigation Controller**  
Location Amburst Park "N"  
Current Time  
Rain Sensor ☑ N  
In "On" position ☑ N  
Start Time A 6 AM PM  
Run Days M T W T H S A S U  
Start Time B AM PM  
Run Days M T W T H F S A S U  
Controller Print  
Location S/S Bank  
Source GPD Well  
Back Flow ☑ N

Controller	Zone	13	14	15	16	17	18	19	20	21	22	23	24				
	Head Type	PL	R	R	R	PU	R	R	R	R	R	R	R				
	Run Time	30	60	60	60	30	60	60	10	60	60	60	60				
Plant Type	Turf																
	Shrub																
	Annual																
Pipes	Mainline break																
	Lateral line break																
Valves	Zone Not Responding						1		1				1				
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle																
	6" Pop Up																
	12" Pop Up																
	Riser																
Adjustments	Rotor									1							
	Adjust pattern																
	Capped																
	Raised / Lowered																
Location		At clock and corner	Behind Bbfield	Behind Bbfield	Behind Bbfield	At court	Inside Bbfield	Inside Bbfield	Inside Bbfield	Inside Bbfield	Inside Bbfield	Inside Bbfield	Dog Park				

Zone	Location and Description	Wetland	End R	15m P	25m P	FT	90	180	360	E	SS1	EST	MP	Soil/Bedrock
21	At second base on BB Field		1											Wetland
														Wetland
														Wetland
														Wetland
														Wetland





Irrigation Maintenance Check

Vista Lakes CDD

Job # 10126

6204-6206 Bristol Chestnut Way Orlando 32829

Preapproval Auto Irrigation Amount: \$

Date of Inspection 1/16/21

Technician Susan

**Irrigation Controller**

Location Warwick #1

Current Time

Rain Sensor ☒ N

in Turf position ☒ N

Start Time A 10:00 AM

Run Days M T W T H F S A S U

Start Time B AM PM

Run Days M T W T H F S A S U

**Connection Point**

Location 1/2 Bank

Source City Wall

Back Flow ☒ N

Controller	Zone	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	
	Head Type	PU	PU	PU	PU	R	PU	PU	PU	PU	PU	PU	R	PU	PU	PU	PU	
	Run Time	15	15	15	15	45	15	15	15	15	15	15	45	15	15	15	15	
Plant Type	Turf		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
	Shrub		✓		✓		✓				✓	✓		✓		✓	✓	
	Annual						✓				✓	✓						
Pipes	Mainline break																	
	Lateral line break																	
Valves	Zone Not Responding	1																
	Valve Leaking																	
	Zone stuck open																	
Broken Heads	Replace Nozzle																	
	5" Pop Up																	
	12" Pop Up																	
	Riser																	
	Rotor																	
Adjustments	Adjust pattern																	
	Capped																	
	Raised / Lowered																	
Location	Center Island	Rt Entry	Entry	Entry	Clock	Clock	Exit	Exit	Exit	Exit	Exit	Exit	Inside gate center 12	Inside entry gate well	Round About	Warwick Crossing	Center Island	Warwick Crossing

Zone	Location and Description	Valve	Size	Material	Size	Material	Size	Material	Size	Material	Size	Material	Size	Material	Size	Material	Size	Material





Irrigation Maintenance Check:

Vista Lakes CDD  
Job # 10126  
6204-8208 Bristol Channel Way Orlando  
32828  
Budget/Annual Authorization Amount: \$  
Date of Inspection: 1/6/21  
Technician: J. S. S.

**Irrigation Controller**  
Location: Warwick T  
Current Time:  
Rain Sensor: ☒ N  
In "On" position: ☒ N  
Start Time A: 8 AM PM  
Run Days: M T W T H F S A S U  
Start Time B: AM PM  
Run Days: M T W T H F S A S U  
Connection Point:  
Location: 1/3 Bank  
Source: ☒ City ☐ Well  
Back Flow: ☒ N

3201A Node

Controller	Zone	17	18	19	20	21	22	23	24	25	26	27	28	29			
Head Type	PU	R	B	PU	PU	R	PU	R									
Run Time	15	45	15	15	0	45	15	45									
Plant Type	Turf	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>								
	Shrub	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>								
	Annual				<input checked="" type="checkbox"/>												
Pipes	Mainline break																
	Lateral line break																
Valves	Zone Not Responding																
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle																
	6" Pop Up																
	12" Pop Up																
	Riser																
	Rotator																
Adjustments	Adjust pattern																
	Capped																
	Revised / Covered																
Location		Center Island	Lt of Island at Warwick		Front Exit												

Zone	Location and Description	Owner Name	Size of Area	125TP	30 P	ET	P	30	100	300	500	1000	1500	2000	2500	3000	3500	4000	4500	5000





irrigation Maintenance Check

Vista Lakes CDD  
 Job # 10120  
 8204-8206 Bristol Channel Way Orlando  
 32829  
 "Approval Authorization Amount" \$  
 Date of Inspection 11/11/21  
 Technician Jason

**Irrigation Controller**  
 Location Bristol "V"  
 Control Time  
 Rain Sensor (Y) N  
 Moist sensor (Y) N  
 Start Time A 7:30 AM PM  
 Run Days M T W T H F S A S U  
 Start Time B  
 Run Days M T W T H F S A S U  
 Connection Point  
 Location F's Bank  
 Source (City) Well  
 Back Flow (Y) N

Controller	Zone	1	2	3	4	5	6	7	8	9	10	11						
	Head Type	PU	PU	R	PU	PU	PU	PU	R	PU	PU	PU						
	Run Time	15	15	20	20	20	15	15	30	20	20	20						
Plant Type	Turf	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓						
	Shrub		✓	✓	✓	✓	✓		✓									
	Annual																	
Pipes	Mainline break																	
	Lateral line break																	
Valves	Zone Not Responding		1															
	Valve Leaking																	
	Zone stuck open																	
Broken Heads	Replace Nozzle																	
	6" Pop Up	1			1						2	1						
	12" Pop Up																	
	Riser																	
Adjustment	Rotor			1														
	Adjust pattern																	
	Capped				18													
	Released / Lowered																	
Location		At Clock		Public side of lake	Corner Public side	Road near bench	Corner Public side	Road on Public side	Lake near bench	Behind Horizon	Chickasaw corner	Near Clock						

Zone	Location and Description	Run Time	50 P	120 P	30 P	10	50	100	300	300	EST	ME	Backflow
1	At timer				1	15				1			Min/Hr
3	Mid zone at sidewalk		1										Min/Hr
4	Mid zone, cap bubbler				1	10			1				Min/Hr
10	Mid zone at sidewalk, end of zone at road				2	10		2					Min/Hr
11	Start zone at sidewalk				1	15				1			Min/Hr





irrigation Maintenance Check

Vista Lakes CDD  
 Job # 10120  
 6204-6205 Bristol Channel Way Orlando  
 32829  
 Presapproval Authorization Amount \$  
 Date of Inspection 1/16/21  
 Technician Jason

**Irrigation Controller**  
 Location Clock/11 behind Rt wall  
 Current Time  
 Rain Sensor Y ☒  
 In "Gr" position Y ☒  
 Start Time A 11:30AM PM  
 Run Days MTWTFSA SU  
 Start Time B AM PM  
 Run Days MTWTFSA SU  
**Commission Point**  
 Location At corner near clock  
 Source GHD Well  
 Back Flow ☒ N

Controller	Zone	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
Head Type	PU	PU	PU	PU	PU	PU	PU	PU	PU	R	R	R	R	PU	PU	PU	
Run Time	30	0	20	20	20	20	20	70	20	45	45	45	45	30	20	20	
Plant Type	Turf	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
	Shrub	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
	Annual																
Pipes	Mainline break																
	Lateral line break				1										2		
Valves	Zone Not Responding		1			1					1						
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle						1										
	6" Pop Up																
	12" Pop Up																
	Riser																
	Rotor																
Adjustments	Adjust pattern																
	Capped																
	Raised / Lowered																
Location		6235-6204	Bristol sidewalk	6251 Chickasaw side	6228	6335	6307	6243	6307	Clock		Between 6258/6270		6384	6207	6318	6312 & 6342

Zone	Location and Description	6204-6205	6206-6207	6208-6209	6210-6211	6212-6213	6214-6215	6216-6217	6218-6219	6220-6221	6222-6223	6224-6225	6226-6227	6228-6229	6230-6231	6232-6233	6234-6235	6236-6237	6238-6239	6240-6241	6242-6243	6244-6245	6246-6247	6248-6249	6250-6251	6252-6253	6254-6255	6256-6257	6258-6259	6260-6261	6262-6263	6264-6265	6266-6267	6268-6269	6270-6271	6272-6273	6274-6275	6276-6277	6278-6279	6280-6281	6282-6283	6284-6285	6286-6287	6288-6289	6290-6291	6292-6293	6294-6295	6296-6297	6298-6299	6300-6301	6302-6303	6304-6305	6306-6307	6308-6309	6310-6311	6312-6313	6314-6315	6316-6317	6318-6319	6320-6321	6322-6323	6324-6325	6326-6327	6328-6329	6330-6331	6332-6333	6334-6335	6336-6337	6338-6339	6340-6341	6342-6343	6344-6345	6346-6347	6348-6349	6350-6351	6352-6353	6354-6355	6356-6357	6358-6359	6360-6361	6362-6363	6364-6365	6366-6367	6368-6369	6370-6371	6372-6373	6374-6375	6376-6377	6378-6379	6380-6381	6382-6383	6384-6385	6386-6387	6388-6389	6390-6391	6392-6393	6394-6395	6396-6397	6398-6399	6400-6401	6402-6403	6404-6405	6406-6407	6408-6409	6410-6411	6412-6413	6414-6415	6416-6417	6418-6419	6420-6421	6422-6423	6424-6425	6426-6427	6428-6429	6430-6431	6432-6433	6434-6435	6436-6437	6438-6439	6440-6441	6442-6443	6444-6445	6446-6447	6448-6449	6450-6451	6452-6453	6454-6455	6456-6457	6458-6459	6460-6461	6462-6463	6464-6465	6466-6467	6468-6469	6470-6471	6472-6473	6474-6475	6476-6477	6478-6479	6480-6481	6482-6483	6484-6485	6486-6487	6488-6489	6490-6491	6492-6493	6494-6495	6496-6497	6498-6499	6500-6501	6502-6503	6504-6505	6506-6507	6508-6509	6510-6511	6512-6513	6514-6515	6516-6517	6518-6519	6520-6521	6522-6523	6524-6525	6526-6527	6528-6529	6530-6531	6532-6533	6534-6535	6536-6537	6538-6539	6540-6541	6542-6543	6544-6545	6546-6547	6548-6549	6550-6551	6552-6553	6554-6555	6556-6557	6558-6559	6560-6561	6562-6563	6564-6565	6566-6567	6568-6569	6570-6571	6572-6573	6574-6575	6576-6577	6578-6579	6580-6581	6582-6583	6584-6585	6586-6587	6588-6589	6590-6591	6592-6593	6594-6595	6596-6597	6598-6599	6600-6601	6602-6603	6604-6605	6606-6607	6608-6609	6610-6611	6612-6613	6614-6615	6616-6617	6618-6619	6620-6621	6622-6623	6624-6625	6626-6627	6628-6629	6630-6631	6632-6633	6634-6635	6636-6637	6638-6639	6640-6641	6642-6643	6644-6645	6646-6647	6648-6649	6650-6651	6652-6653	6654-6655	6656-6657	6658-6659	6660-6661	6662-6663	6664-6665	6666-6667	6668-6669	6670-6671	6672-6673	6674-6675	6676-6677	6678-6679	6680-6681	6682-6683	6684-6685	6686-6687	6688-6689	6690-6691	6692-6693	6694-6695	6696-6697	6698-6699	6700-6701	6702-6703	6704-6705	6706-6707	6708-6709	6710-6711	6712-6713	6714-6715	6716-6717	6718-6719	6720-6721	6722-6723	6724-6725	6726-6727	6728-6729	6730-6731	6732-6733	6734-6735	6736-6737	6738-6739	6740-6741	6742-6743	6744-6745	6746-6747	6748-6749	6750-6751	6752-6753	6754-6755	6756-6757	6758-6759	6760-6761	6762-6763	6764-6765	6766-6767	6768-6769	6770-6771	6772-6773	6774-6775	6776-6777	6778-6779	6780-6781	6782-6783	6784-6785	6786-6787	6788-6789	6790-6791	6792-6793	6794-6795	6796-6797	6798-6799	6800-6801	6802-6803	6804-6805	6806-6807	6808-6809	6810-6811	6812-6813	6814-6815	6816-6817	6818-6819	6820-6821	6822-6823	6824-6825	6826-6827	6828-6829	6830-6831	6832-6833	6834-6835	6836-6837	6838-6839	6840-6841	6842-6843	6844-6845	6846-6847	6848-6849	6850-6851	6852-6853	6854-6855	6856-6857	6858-6859	6860-6861	6862-6863	6864-6865	6866-6867	6868-6869	6870-6871	6872-6873	6874-6875	6876-6877	6878-6879	6880-6881	6882-6883	6884-6885	6886-6887	6888-6889	6890-6891	6892-6893	6894-6895	6896-6897	6898-6899	6900-6901	6902-6903	6904-6905	6906-6907	6908-6909	6910-6911	6912-6913	6914-6915	6916-6917	6918-6919	6920-6921	6922-6923	6924-6925	6926-6927	6928-6929	6930-6931	6932-6933	6934-6935	6936-6937	6938-6939	6940-6941	6942-6943	6944-6945	6946-6947	6948-6949	6950-6951	6952-6953	6954-6955	6956-6957	6958-6959	6960-6961	6962-6963	6964-6965	6966-6967	6968-6969	6970-6971	6972-6973	6974-6975	6976-6977	6978-6979	6980-6981	6982-6983	6984-6985	6986-6987	6988-6989	6990-6991	6992-6993	6994-6995	6996-6997	6998-6999	7000-7001	7002-7003	7004-7005	7006-7007	7008-7009	7010-7011	7012-7013	7014-7015	7016-7017	7018-7019	7020-7021	7022-7023	7024-7025	7026-7027	7028-7029	7030-7031	7032-7033	7034-7035	7036-7037	7038-7039	7040-7041	7042-7043	7044-7045	7046-7047	7048-7049	7050-7051	7052-7053	7054-7055	7056-7057	7058-7059	7060-7061	7062-7063	7064-7065	7066-7067	7068-7069	7070-7071	7072-7073	7074-7075	7076-7077	7078-7079	7080-7081	7082-7083	7084-7085	7086-7087	7088-7089	7090-7091	7092-7093	7094-7095	7096-7097	7098-7099	7100-7101	7102-7103	7104-7105	7106-7107	7108-7109	7110-7111	7112-7113	7114-7115	7116-7117	7118-7119	7120-7121	7122-7123	7124-7125	7126-7127	7128-7129	7130-7131	7132-7133	7134-7135	7136-7137	7138-7139	7140-7141	7142-7143	7144-7145	7146-7147	7148-7149	7150-7151	7152-7153	7154-7155	7156-7157	7158-7159	7160-7161	7162-7163	7164-7165	7166-7167	7168-7169	7170-7171	7172-7173	7174-7175	7176-7177	7178-7179	7180-7181	7182-7183	7184-7185	7186-7187	7188-7189	7190-7191	7192-7193	7194-7195	7196-7197	7198-7199	7200-7201	7202-7203	7204-7205	7206-7207	7208-7209	7210-7211	7212-7213	7214-7215	7216-7217	7218-7219	7220-7221	7222-7223	7224-7225	7226-7227	7228-7229	7230-7231	7232-7233	7234-7235	7236-7237	7238-7239	7240-7241	7242-7243	7244-7245	7246-7247	7248-7249	7250-7251	7252-7253	7254-7255	7256-7257	7258-7259	7260-7261	7262-7263	7264-7265	7266-7267	7268-7269	7270-7271	7272-7273	7274-7275	7276-7277	7278-7279	7280-7281	7282-7283	7284-7285	7286-7287	7288-7289	7290-7291	7292-7293	7294-7295	7296-7297	7298-7299	7300-7301	7302-7303	7304-7305	7306-7307	7308-7309	7310-7311	7312-7313	7314-7315	7316-7317	7318-7319	7320-7321	7322-7323	7324-7325	7326-7327	7328-7329	7330-7331	7332-7333	7334-7335	7336-7337	7338-7339	7340-7341	7342-7343	7344-7345	7346-7347	7348-7349	7350-7351	7352-7353	7354-7355	7356-7357	7358-7359	7360-7361	7362-7363	7364-7365	7366-7367	7368-7369	7370-7371	7372-7373	7374-7375	7376-7377	7378-7379	7380-7381	7382-7383	7384-7385	7386-7387	7388-7389	7390-7391	7392-7393	7394-7395	7396-7397	7398-7399	7400-7401	7402-7403	7404-7405	7406-7407	7408-7409	7410-7411	7412-7413	7414-7415	7416-7417	7418-7419	7420-7421	7422-7423	7424-7425	7426-7427	7428-7429	7430-7431	7432-7433	7434-7435	7436-7437	7438-7439	7440-7441	7442-7443	7444-7445	7446-7447	7448-7449	7450-7451	7452-7453	7454-7455	7456-7457	7458-7459	7460-7461	7462-7463	7464-7465	7466-7467	7468-7469	7470-7471	7472-7473	7474-7475	7476-7477	7478-7479	7480-7481	7482-7483	7484-7485	7486-7487	7488-7489	7490-7491	7492-7493	7494-7495	7496-7497	7498-7499	7500-7501	7502-7503	7504-7505	7506-7507	7508-7509	7510-7511	7512-7513	7514-7515	7516-7517	7518-7519	7520-7521	7522-7523	7524-7525	7526-7527	7528-7529	7530-7531	7532-7533	7534-7535	7536-7537	7538-7539	7540-7541	7542-7543	7544-7545	7546-7547	7548-7549	7550-7551	7552-7553	7554-7555	7556-7557	7558-7559	7560-7561	7562-7563	7564-7565	7566-7567	7568-7569	7570-7571	7572-7573	7574-7575	7576-7577	7578-7579	7580-7581	7582-7583	7584-7585	7586-7587	7588-7589	7590-7591	7592-7593	7594-7595	7596-7597	7598-7599	7600-7601	7602-7603	7604-7605	7606-7607	7608-7609	7610-7611	7612-7613	7614-7615	7616-7617	7618-7619	7620-7621	7622-7623	7624-7625	7626-7627	7628-7629	7630-7631	7632-7633	7634-7635	7636-7637	7638-7639	7640-7641	7642-7643	7644-7645	7646-7647	7648-7649	7650-7651	7652-7653	7654-7655	7656-7657	7658-7659	7660-7661	7662-7663	7664-7665	7666-7667	7668-7669	7670-7671	7672-7673	7674-7675	7676-7677	7678-7679	7680-7681	7682-7683	7684-7685	7686-7687	7688-7689	7690-7691	7692-7693	7694-7695	7696-7697	7698-7699	7700-7701	7702-7703	7704-7705	7706-7707	7708-7709	7710-7711	7712-7713	7714-7715	7716-7717	7718-7719	7720-7721	7722-7723	7724-7725	7726-7727	7728-7729	7730-7731	7732-7733	7734-7735	7736-7737	7738-7739	7740-7741	7742-7743	7744-7745	7746-7747	7748-7749	7750-7751	7752-7753	7754-7755	7756-7757	7758-7759	7760-7761	7762-7763	7764-7765	7766-7767	7768-7769	7770-7771	7772-7773	7774-7775	7776-7777	7778-7779	7780-7781	7782-7783	7784-7785	7786-7787	7788-7789	7790-7791	7792-7793	7794-7795	7796-7797	7798-7799	7800-7801	7802-7803	7804-7805	7806-7807	7808-7809	7810-7811	7812-7813	7814-7815	7816-7817	7818-7819	7820-7821	7822-7823	7824-7825	7826-7827	7828-7829	7830-7831	7832-7833	7834-7835	7836-7837	7838-7839	7840-7841	7842-7843	7844-7845	7846-7847	7848-7849	7850-7851	7852-7853	7854-7855	7856-7857	7858-7859	7860-7861	7862-7863	7864-7865	7866-7867	7868-7869	7870-7871	7872-7873	7874-7875	7876-7877	7878-7879	7880-7881	7882-7883	7884-7885	7886-7887	7888-7889	7890-7891	7892-7893	7894-7895	7896-7897	7898-7899	7900-7901	7902-7903	7904-7905	7906-7907	7908-7909	7910-7911	7912-7913	7914-7915	7916-7917	7918-7919	7920-7921	7922-7923	7924-7925	7926-7927	7928-7929	7930-7931	7932-7933	7934-7935	7936-7937	7938-7939	7940-7941	7942-7943	7944-7945	7946-7947	7948-7949	7950-7951	7952-7953	7954-7955	7956-7957	7958-7959	7960-7961	7962-7963	7964-7965	7966-7967	7968-7969	79
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Irrigation Maintenance Check

Vista Lakes CDO  
 Job # 10126  
 8204-8205 Bristol Channel Way Orlando  
 32829  
 Prescriptive Authorization Amount: 3  
 Date of Inspection 10/1/21  
 Technician Jason

**Irrigation Controller**  
 Location Clock #2  
 Current Time  
 Rain Sensor Y (N)  
 In "On" position Y (N)  
 Start Time A 11:30 AM PM  
 Run Days M T W T H F S A S U  
 Start Time B  
 Run Days M T W T H F S A S U  
 Connection Point  
 Location At 800' out 100' clock  
 Source City Well  
 Back Flow (Y) N

Controller	Zone	1	2	3	4	5	6	7	8	9	10						
Head Type	PU	PU	PU	PU	PU	PU	PU/R	R	R	PU	PU						
Run Time	30	30	30	30	30	45	45	45	45	80	20						
Plant Type	Turf	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓						
	Shrub	✓			✓		✓		✓	✓							
	Annual																
Pipes	Mainline break																
	Lateral line break																
Valves	Zone not Responding																
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle																
	6" Pop Up																
	12" Pop Up																
	Riser																
	Rotor																
Adjustments	Adjust pattern																
	Capped			1													
	Raised / Lowered																
Location		8283	8325	8565	8328	8370	8258	Between 810's	Behind 8565	8585							

Zone	Location and Description	Flow Rate	in R	150 R	in R	in R	in R	in R	in R	in R	in R	in R	in R	in R	in R	in R	in R
3	Start of zone at garage																





Irrigation Maintenance Check

Yuba Lakes CDD  
 Job # 10126  
 6204-B208 Bristol Channel Way Orlando  
 32829  
 Preapproval Authorization Amount \$  
 Date of Inspection 1/12/21  
 Technician Jason

**Irrigation Controller**  
 Location Clock #3 Nodes  
 Current Time  
 Rain Sensor Y ☒  
 In "Off" position Y ☒  
 Start Time A 10 AM PM  
 Run Days M T W T H F S A S U  
 Start Time B  
 Run Days M T W T H F S A S U  
 Connection Point  
 Location 43 Bank  
 Source City Well  
 Back Flow C N

Controller	Zone	1	2	3	4	5												
Head Type	RPU	PU	PU	PU	PU	PU												
Run Time	45	30	30	30	30													
Plant Type	Turf	/	/	/	/	/												
	Shrub	/	/		/	/												
	Annual																	
Pipes	Mainline break																	
	Lateral line break																	
Valves	Zone line Responding																	
	Valve Leaking																	
	Zone stuck open																	
Broken Heads	Replace Nozzle																	
	6" Pop Up																	
	12" Pop Up																	
	Riser																	
	Rotor																	
Adjustments	Adjust pattern																	
	Capped																	
	Raised / Lowered																	
Location																		

Zone	Location and Description	Enrich	Water	Pressure	Flow	Size	PT	PA	TR	SB	SBT	EST	SP	F	PROCESSED
															Min/hr
															Min/hr
															Min/hr
															Min/hr
															Min/hr



**3Cib.**





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

Agenda Page 187  
**Proposal**

Date	Proposal #
07/23/2021	5742

**Submitted To**

**Vista Lakes CDD**

Angel Montagna  
210 North University Drive Suite 702  
Coral Springs, FL 33071

**Project**

Vista Lakes CDD  
Lee Vista Blvd.  
Orlando, FL 32829

**Scope**

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

**Arbor Services**

Location: Lee Vista Boulevard

Description	Quantity	Unit	Price
Remove dead Oak Tree and dispose of all debris	1.00	Ea	800.00
Stump grind with operator	1.00	Ea	400.00

**Subtotal Arbor Services** 1,200.00

**Project Total** \$1,200.00



Vista Lakes CDD

**Proposal # 5742****Project Total**

\$1,200.00

**Terms & Conditions**

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

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

By: Jeffery Cornett7/23/2021

Accepted: \_\_\_\_\_

Servello &amp; Son, Inc.

Date

Vista Lakes CDD

Date

The above prices, specifications and conditions are accepted. Not valid after 30 days. Full payment is due upon completion.

**All jobs equal to or totaling a price of \$10,000.00 and above: A minimum 40% draw is required to schedule and start the job.**





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

Agenda Page 189  
**Proposal**

Date	Proposal #
07/23/2021	5743

**Submitted To**

**Vista Lakes CDD**

Angel Montagna  
210 North University Drive Suite 702  
Coral Springs, FL 33071

**Project**

Vista Lakes CDD  
Lee Vista Blvd.  
Orlando, FL 32829

**Scope**

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

**Bedding Plants**

Car accident on Lee Vista Boulevard.  
Plant and sod need for repair.

Description	Quantity	Unit	Price
Ligustrum Waxleaf	10.00	7G	420.00
St Augustine Floratam 400 - 1,600 sq ft Strip & Lay	400.00	1sF	660.00

**Subtotal Bedding Plants** 1,080.00

**Project Total** \$1,080.00



Vista Lakes CDD

**Proposal # 5743****Project Total**

\$1,080.00

**Terms & Conditions**

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

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

By: Jeffery Cornett

Servello &amp; Son, Inc.

7/23/2021

Date

Accepted: \_\_\_\_\_

Vista Lakes CDD

Date

The above prices, specifications and conditions are accepted. Not valid after 30 days. Full payment is due upon completion.

**All jobs equal to or totaling a price of \$10,000.00 and above: A minimum 40% draw is required to schedule and start the job.**





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

# Agenda Page 191 Proposal

Date	Proposal #
07/23/2021	5740

## Submitted To

### Vista Lakes CDD

Angel Montagna  
210 North University Drive Suite 702  
Coral Springs, FL 33071

## Project

Vista Lakes CDD  
Lee Vista Blvd.  
Orlando, FL 32829

## Scope

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

### Bedding Plants

Enhancements throughout the community

Description	Quantity	Unit	Price
Location: Newport sidewalk			0.00
Bahia Strip & Lay	400.00	1sF	380.00
Location: Median 1			0.00
Removal and disposal of existing plant material	1.00	Ea	875.00
Includes flush cut of existing Japanese Blueberry Trees	1.00	Ea	0.00
St Augustine Floratam Strip & Lay	800.00	1sF	1,320.00
LiveOak Tree	2.00	45G	1,440.00
Blanchard Magnolia	1.00	45G	605.00
Location: Median 2			0.00
Remove all declining plant material and dispose	1.00	Ea	270.00
Trinette-Scheff. Arboricola	70.00	3G	980.00
Location: School entrance under crape myrtles			0.00
St Augustine Floratam Lay Only	1,200.00	1sF	1,980.00
Location: Median 4			0.00
Removal and disposal of existing plant material	1.00	Ea	360.00
Trinette-Scheff. Arboricola	60.00	3G	840.00
Location: Front of Tennis Court planter bed			0.00
Indian Hawthorn (to voids)	30.00	3G	420.00
Plumbago	20.00	3G	280.00
Location: Median 5			0.00
Removal and disposal of existing plant material & bed prep	1.00	Ea	607.50



## Vista Lakes CDD

**Bedding Plants**

Enhancements throughout the community

<b>Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Price</b>
Agapanthus Purple	20.00	3G	280.00
Crape Myrtle Muskogee multi trunk	5.00	30G	1,650.00
Trinette-Scheff. Arboricola	25.00	3G	350.00
Location: Median 6			0.00
Removal and disposal of existing plant material & bed prep	1.00	Ea	810.00
Ruellia (Mexican Petunia) Regular	80.00	3G	1,120.00
Plumbago	60.00	3G	840.00
Trinette-Scheff. Arboricola	30.00	3G	420.00
St Augustine Floratam Lay Only	400.00	1sF	660.00
Location: Median 7			0.00
Removal and disposal of existing plant material	1.00	Ea	247.50
Philodendron Split Leaf Selloum	10.00	15G	1,350.00
Agapanthus Purple	30.00	3G	420.00
Location: Median 8			0.00
Removal and disposal of existing plant material	1.00	Ea	360.00
Indian Hawthorn	60.00	3G	840.00
Location: Marquee Fountain			0.00
Trinette-Scheff. Arboricola	50.00	3G	700.00
Location: Lee Vista Boulevard			0.00
Live Oak	1.00	45G	720.00
Location: Jasmine bed on corner of Lee Vista Boulevard			0.00
Removal and disposal of existing plant material	1.00	Ea	315.00
Stump grind existing stump / Operator	1.00	Ea	825.00
St Augustine Floratam Strip & Lay	400.00	1sF	660.00
Location: Brick wall Pembroke			0.00
Removal and disposal of existing plant material	1.00	Ea	360.00
Trinette-Scheff. Arboricola	30.00	3G	420.00
Ilex- "Dw.Yaupon (Schilling)"	30.00	3G	420.00
Location: Berm planter bed Chickasaw			0.00
Indian Hawthorn	50.00	3G	700.00
Pine Bark Mulch	10.00	Cu Yd	450.00
Irrigation NTE - Bubblers for the trees	1.00	ea	1,500.00

**Subtotal Bedding Plants**

26,775.00

**Project Total**

\$26,775.00



Vista Lakes CDD

**Proposal # 5740****Project Total**

\$26,775.00

**Terms & Conditions**

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

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

By: Jeffery Cornett

Servello &amp; Son, Inc.

7/23/2021

Date

Accepted: \_\_\_\_\_

Vista Lakes CDD

Date

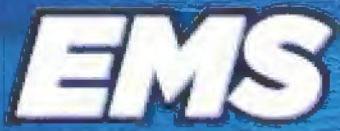
The above prices, specifications and conditions are accepted. Not valid after 30 days. Full payment is due upon completion.

**All jobs equal to or totaling a price of \$10,000.00 and above: A minimum 40% draw is required to schedule and start the job.**



**3Cic.**





## Enhanced Maintenance Solutions

## Quotation

## Company Address

P.O. Box 594, Loughman, FL 34858  
Phone: 863-251-2426

Date 7/26/2021

Quotation # VLCDD1001

## Quotation For

Vista Lakes CDD  
313 Campujs Street  
Celebration, FL 34747  
ATTN: Freddy Blanco

Quotation valid until: 8/25/2021

## Comments or Special Instructions

## Sidewalk Pressure Washing

Item	Description	Amount
Sidewalk Pressure Wash	Basic labor to pressure wash concrete sidewalks forr approximately 180,100 sq. ft. with favorable site conditions. Sweep surfaces clear of dust, dirt and debris. Spot clean stains as needed and entire sidewalk. Apply cleaner with light brushing. Wash surface with non-damaging pressure setting.	\$ 23,413.00
	Quote includes related materials and supplies typically required to pressure wash concrete including: basic cleaning solutions, tool and machine consumables and disposable cleaning materials.	
NOTE	This quote expires after 30 days and includes planning, equipment and material acquisition, area preparation and protection, setup and cleanup and dispossal. Work will be scheduled upon approval of contract.	
Subtotal		\$ 23,413.00
Other		
TOTAL		\$ 23,413.00

*Thank you for your business!*

If you have any questions concerning this quotation, please contact:

Ariel Medina

863-251-2426

[amedina@enhancedmaintenancesolutions.com](mailto:amedina@enhancedmaintenancesolutions.com)

Approval Signature

Date





# Simple Solutions Exterior Cleaning LLC

4280 Church St. Ste 1556 | Sanford, FL 32771  
 407-952-1453 | SimpleSolutionsOrlando@gmail.com |  
 www.SimpleSolutionsFL.com

**RECIPIENT:**

**Vista Lakes CDD**

Lee Vista Boulevard  
 Orlando, Florida  
 Phone: 407-947-2489

**Quote #3525**

Sent on 07/27/2021

**Total \$5,775.01**

PRODUCT / SERVICE	DESCRIPTION	TOTAL
Median Curb Cleaning (Lee Vista Blvd)	Pressure wash curbing along median in center lanes 24,601.38 sqft @ .18/sqft	\$4,428.25
Median Curb Cleaning (Chickasaw Trail)	Pressure wash curbing along median in center lanes 6,690 sqft @ .18/sqft	\$1,204.20
Median Curb Cleaning (Neighborhood Entrances)	Pressure wash curbing along median in center lanes 792 sqft @ .18/sqft	\$142.56

**Total** **\$5,775.01**

Freddy,

Please let me know if you need anything else. Thank you!

This quote is valid for the next 30 days, after which values may be subject to change.

\*\*\*\*\*

By signing, the Client and Contractor hereby agree to the following terms:

1. Client will give Simple Solutions Exterior Cleaning LLC access to the proposed property, or work site.





## Simple Solutions Exterior Cleaning LLC

4280 Church St. Ste 1556 | Sanford, FL 32771  
 407-952-1453 | SimpleSolutionsOrlando@gmail.com |  
 www.SimpleSolutionsFL.com

### Notes Continued...

2. Simple Solutions Exterior Cleaning LLC will begin performing services on a service date that is scheduled as agreed upon and confirmed via email.

\*Disclaimer: Service date subject to change with notice.

3. Client will provide Simple Solutions Exterior Cleaning LLC with a water supply to perform pressure cleaning services.

4. Client agrees to pay the total amount shown on the Quote and agrees to all listed services.

5. Payment terms will consist of Due on Completion unless other payment terms were agreed to. Payment shall be received on completion by any of the  
 follow payment methods: check, cash, or credit card. Upon completion of service, an invoice will be emailed.

6. Driveway and parking areas should be clear of automobiles. Items should be removed from, under, and around patios, decks, pads, and sidewalks. These items should be placed inside, or under cover away from roof line/ area to be cleaned.

7. Make sure all windows are closed tightly, and notify Simple Solutions Exterior Cleaning LLC of any damaged window seals or leaks. If windows have had issues before, put a towel in place prior to service.

8. 2 year roof cleaning warranty conditions: If within the first two (2) years after initial service, the roof begins to show black spots/stains, the customer is to contact Simple Solutions to request warranty service. Simple Solutions can request and require at least two (2) pictures from the ground showing suspected problem areas.

Simple Solutions shall determine if the suspected problem areas are indeed moss/algae/lichen growth, and determine if it needs to be cleaned again. Simple Solutions shall not be held accountable for any loose debris, leaves, sticks, etc. Any and all tree limbs and branches must be trimmed and maintained so they are not touching or resting on roof, and at least six (6) feet from the roof.

Roof must be maintained from heavy accumulation of loose debris, leaves, fallen sticks/branches, and pine needles as well as hanging/Spanish moss, ferns and other plant growth. Failure to maintain can result in voided warranty. Warranty treatment should be performed no later than eight (8) weeks from initial warranty request. Warranty treatment shall be performed by Simple Solutions, unless otherwise specified. There will be NO charge for warranty treatment within two (2) years of original service date. There will be no pro-rated charges. Warranty has no cash value.

Spot treatment warranty entails treating dirty spots, not entire roof. Any warranty service performed that is more than 15 miles from Simple Solutions business address shall be charged a travel fee of \$2.25 per mile each way.

9. Disclaimer: Simple Solutions Exterior Cleaning LLC guarantees all products and labor supplied under this contract to meet or exceed standards of the trade. These terms do not apply to any work or product not provided by Simple Solutions Exterior Cleaning LLC. The guarantee does not apply to any damages caused by factors beyond the control of Simple Solutions Exterior Cleaning LLC, such as; existing structural defects, improper maintenance, or unusual wear of cleaned surface. All pre-existing damage should be documented. Simple Solutions Exterior Cleaning LLC shall only be obligated under this agreement for damages of which are a direct result of operator error and discovered and reported within 15 days of completion of service. Upon receipt of written notice, Simple Solutions Exterior Cleaning LLC shall be allowed 30 days from date of receipt for the purpose of inspecting the premises. Simple Solutions Exterior Cleaning LLC shall have sole option of repairing or contracting repair work correcting any structural damages that are a direct result of operator error. If for any reason a claim for insurance is made, 100% payment of the total invoice is still required in full per item 4 payment terms.

\* If there is any litigation needed between the Client and Simple Solutions Exterior Cleaning LLC it shall be filed and tried in Simple Solutions Exterior Cleaning LLC's local jurisdiction.

\* The contract prices, specifications, method of billing, and terms of payment are satisfactory and hereby accepted by Client.

This contract shall be governed by the laws of the State of Florida in Seminole County and any applicable Federal Law.





## Simple Solutions Exterior Cleaning LLC

4280 Church St. Ste 1556 | Sanford, FL 32771  
407-952-1453 | SimpleSolutionsOrlando@gmail.com |  
www.SimpleSolutionsFL.com

Notes Continued...

Signature: \_\_\_\_\_ Date: \_\_\_\_\_





# Simple Solutions Exterior Cleaning LLC

4280 Church St. Ste 1556 | Sanford, FL 32771  
 407-952-1453 | SimpleSolutionsOrlando@gmail.com |  
 www.SimpleSolutionsFL.com

**RECIPIENT:**

**Vista Lakes**

Lee Vista Boulevard  
 Orlando, Florida  
 Phone: 4079472489

**Quote #3459**

Sent on 07/01/2021

**Total \$18,429.00**

PRODUCT / SERVICE	DESCRIPTION	TOTAL
Sidewalk Cleaning (Lee Vista Blvd East and West Bound)	Pressure wash/Surface clean sidewalks. Also includes a post treatment algaecide to achieve a longer lasting clean.	\$8,400.00
Sidewalk Cleaning (Vista Park Blvd)	Pressure wash/Surface clean sidewalks. Also includes a post treatment algaecide to achieve a longer lasting clean.	\$610.00
Sidewalk Cleaning (Barrington Cove Point)	Pressure wash/Surface clean sidewalks. Also includes a post treatment algaecide to achieve a longer lasting clean.	\$1,700.00
Sidewalk Cleaning (Chickasaw Trail)	Pressure wash/Surface clean sidewalks. Also includes a post treatment algaecide to achieve a longer lasting clean.	\$5,400.00
Sidewalk Cleaning (Lake Champlain Drive)	Pressure wash/Surface clean sidewalks. Also includes a post treatment algaecide to achieve a longer lasting clean.	\$1,400.00
Sidewalk Cleaning (Amhurst Trail)	Pressure wash/Surface clean sidewalks. Also includes a post treatment algaecide to achieve a longer lasting clean.	\$250.00
Sidewalk Cleaning (Lake Pembroke Place)	Pressure wash/Surface clean sidewalks. Also includes a post treatment algaecide to achieve a longer lasting clean.	\$250.00
Water Consumption	Simple Solutions Exterior Cleaning LLC will be responsible for providing a fire hydrant meter from the appropriate municipality. The quoted amount is for the estimated amount of water used for this project, paid direct to the municipality after project is completed.	\$419.00

**Total \$18,429.00**

Freddy,

Please let me know if you have any questions. Thank you!

Justin  
 407-952-1453

This quote is valid for the next 30 days, after which values may be subject to change.

\*\*\*\*\*

By signing, the Client and Contractor hereby agree to the following terms:





# Simple Solutions Exterior Cleaning LLC

4280 Church St. Ste 1556 | Sanford, FL 32771  
 407-952-1453 | SimpleSolutionsOrlando@gmail.com |  
 www.SimpleSolutionsFL.com

## Notes Continued...

1. Client will give Simple Solutions Exterior Cleaning LLC access to the proposed property, or work site.
2. Simple Solutions Exterior Cleaning LLC will begin performing services on a service date that is scheduled as agreed upon and confirmed via email.  
 \*Disclaimer: Service date subject to change with notice.
3. Client will provide Simple Solutions Exterior Cleaning LLC with a water supply to perform pressure cleaning services.
4. Client agrees to pay the total amount shown on the Quote and agrees to all listed services.
5. Payment terms will consist of Due on Completion unless other payment terms were agreed to. Payment shall be received on completion by any of the  
 follow payment methods: check, cash, or credit card. Upon completion of service, an invoice will be emailed.
6. Driveway and parking areas should be clear of automobiles. Items should be removed from, under, and around patios, decks, pads, and sidewalks. These items should be placed inside, or under cover away from roof line/ area to be cleaned.
7. Make sure all windows are closed tightly, and notify Simple Solutions Exterior Cleaning LLC of any damaged window seals or leaks. If windows have had issues before, put a towel in place prior to service.
8. 2 year roof cleaning warranty conditions: If within the first two (2) years after initial service, the roof begins to show black spots/stains, the customer is to contact Simple Solutions to request warranty service. Simple Solutions can request and require at least two (2) pictures from the ground showing suspected problem areas.

Simple Solutions shall determine if the suspected problem areas are indeed moss/algae/lichen growth, and determine if it needs to be cleaned again. Simple Solutions shall not be held accountable for any loose debris, leaves, sticks, etc. Any and all tree limbs and branches must be trimmed and maintained so they are not touching or resting on roof, and at least six (6) feet from the roof.

Roof must be maintained from heavy accumulation of loose debris, leaves, fallen sticks/branches, and pine needles as well as hanging/Spanish moss, ferns and other plant growth. Failure to maintain can result in voided warranty. Warranty treatment should be performed no later than eight (8) weeks from initial warranty request. Warranty treatment shall be performed by Simple Solutions, unless otherwise specified. There will be NO charge for warranty treatment within two (2) years of original service date. There will be no pro-rated charges. Warranty has no cash value.

Spot treatment warranty entails treating dirty spots, not entire roof. Any warranty service performed that is more than 15 miles from Simple Solutions business address shall be charged a travel fee of \$2.25 per mile each way.

9. Disclaimer: Simple Solutions Exterior Cleaning LLC guarantees all products and labor supplied under this contract to meet or exceed standards of the trade. These terms do not apply to any work or product not provided by Simple Solutions Exterior Cleaning LLC. The guarantee does not apply to any damages caused by factors beyond the control of Simple Solutions Exterior Cleaning LLC, such as; existing structural defects, improper maintenance, or unusual wear of cleaned surface. All pre-existing damage should be documented. Simple Solutions Exterior Cleaning LLC shall only be obligated under this agreement for damages of which are a direct result of operator error and discovered and reported within 15 days of completion of service. Upon receipt of written notice, Simple Solutions Exterior Cleaning LLC shall be allowed 30 days from date of receipt for the purpose of inspecting the premises. Simple Solutions Exterior Cleaning LLC shall have sole option of repairing or contracting repair work correcting any structural damages that are a direct result of operator error. If for any reason a claim for insurance is made, 100% payment of the total invoice is still required in full per item 4 payment terms.

\* If there is any litigation needed between the Client and Simple Solutions Exterior Cleaning LLC it shall be filed and tried in Simple Solutions Exterior Cleaning LLC's local jurisdiction.

\* The contract prices, specifications, method of billing, and terms of payment are satisfactory and hereby accepted by Client.





## Simple Solutions Exterior Cleaning LLC

4280 Church St. Ste 1556 | Sanford, FL 32771  
407-952-1453 | SimpleSolutionsOrlando@gmail.com |  
www.SimpleSolutionsFL.com

### Notes Continued...

This contract shall be governed by the laws of the State of Florida in Seminole County and any applicable Federal Law.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**PRESSURE WASHER TOTAL CLEANER LLC**

311 N BUENA VISTA AVE  
 ORLANDO, FL 32835 US  
 3217329407  
 PRESSUREWTCLLC@HOTMAIL.COM  
 www.pressurewashertotalcleaner.com

## Estimate

**ADDRESS**

Freddy Blanco  
 Inframark  
 313 Campus St  
 Celebration, FL 34747

**SHIP TO**

Freddy Blanco  
 Inframark  
 313 Campus St  
 Celebration, FL 34747

**ESTIMATE # 1354****DATE 07/22/2021**

DESCRIPTION	QTY	RATE	AMOUNT
SIDEWALK CLEANING @ VISTA LAKES CDD AREAS TO BE CLEAN WITH HIGH POWER SURFACE CLEANER. MILD BIO CHEMICAL APPLICATION WHERE NEEDED. ( we are responsible for the water )	180,100	0.095	17,109.50
50% DEPOSIT REQUIRED TO START.	TOTAL		<b>\$17,109.50</b>

Accepted By

Accepted Date



**PRESSURE WASHER TOTAL CLEANER LLC**

311 N BUENA VISTA AVE  
 ORLANDO, FL 32835 US  
 3217329407  
 PRESSUREWTCLLC@HOTMAIL.COM  
 www.pressurewashertotalcleaner.com

## Estimate

**ADDRESS**

Freddy Blanco  
 Inframark  
 313 Campus St  
 Celebration, FL 34747

**SHIP TO**

Freddy Blanco  
 Inframark  
 313 Campus St  
 Celebration, FL 34747

**ESTIMATE # 1363****DATE 07/28/2021**

DESCRIPTION	QTY	RATE	AMOUNT
Street Gutter cleaning in mediums and islands @ Vista lakes	32,085	0.095	3,048.08

50% DEPOSIT REQUIRED TO START.

**TOTAL****\$3,048.08**

Accepted By

Accepted Date



**3Di.**



**NOTICE OF MEETINGS  
VISTA LAKES  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Vista Lakes Community Development District will hold meetings for **Fiscal Year 2022** at the Vista Lakes Clubhouse; 8841 Lee Vista Boulevard; Orlando, Florida at 10:00 a.m. on the first Thursday, every other month, unless otherwise noted, as follows:

October 7, 2021  
December 2, 2021  
February 3, 2022  
April 7, 2022  
June 2, 2022  
August 4, 2022

The meetings are open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. Meetings may be continued to a date, time, and location to be specified on the record at the meetings.

There may be occasions when one or more Supervisors will participate via telephone. Any person requiring special accommodations at any of these meetings because of a disability or physical impairment should contact the District Management Company, Inframark at (954) 603-0033 at least two (2) calendar days prior to the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1, or 800-955-8771 (TTY)/800-955-8770 (Voice) for aid in contacting the District Office at least two (2) days prior to the date of the meetings.

Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the proceedings and accordingly, the person may need to ensure a verbatim record of the proceedings is made including the testimony and evidence upon which such appeal is to be based.

Bob Koncar  
District Manager



**3Dii.**





July 14, 2021

Vista Lakes HOA  
ATTN: John Khatiblou  
210 N. University Dr., Suite 702  
Coral Springs, FL 33071

RE: HOA Street Lighting Agreement with City of Orlando

Dear John:

Attached is the agreement for the decorative street lighting within your community. Please review. If you have any requested changes, please send any comments to Yaminel Reyes-Albino for further review with our legal team. If the Agreement meets your approval, please sign and return an original as soon as possible. It will be placed on the August City Council Agenda for approval and counter-execution. It is preferred that you return a hard copy of the signed Agreement back to the City, but you may also scan the signed document and send via email to: [yaminel.reyesalbino@cityoforlando.net](mailto:yaminel.reyesalbino@cityoforlando.net) with a copy to [marquita.godfrey@cityoforlando.net](mailto:marquita.godfrey@cityoforlando.net) and [cade.braud@cityoforlando.net](mailto:cade.braud@cityoforlando.net). Once executed by City Legal and approved by City Council, a copy will be returned to you. Send the original signed copy to the following address:

City of Orlando Transportation Engineering Department  
Attn: Yaminel Reyes Albino  
400 South Orange Ave – 9<sup>th</sup> FL  
Orlando, FL 32801

Sincerely,

*Yaminel Reyes-Albino*  
Yaminel Reyes Albino



## **STREET LIGHTING AGREEMENT**

**THIS STREET LIGHTING AGREEMENT** ("Agreement") made effective as of the \_\_\_\_\_ day of \_\_\_\_\_, 2021 ("Effective Date"), by and between the CITY OF ORLANDO, a Florida municipal corporation ("City") and VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT, a community development district existing pursuant to Chapter 190, Florida Statutes ("Vista Lakes").

### **WITNESSETH**

**WHEREAS**, Vista Lakes consists of certain real property (the "Property") located within the territorial limits of the City of Orlando; and

**WHEREAS**, Vista Lakes entered into an agreement with Progress Energy ("Progress Energy") for the provision of decorative street lighting within the Property ("Lighting Contract"); and

**WHEREAS**, the poles and fixtures for such decorative street lighting are located along or within public rights of way within Vista Lakes and provide lighting to such rights of way; and

**WHEREAS**, to promote the health, safety and general welfare of its residents, the City generally provides standard City street lighting to streets within City neighborhoods consisting of concrete poles and cobrahead fixtures; and

**WHEREAS**, it is in neither the City's, nor the residents of Vista Lakes' best interest to uninstall the existing decorative street lighting to install standard City lighting; and

**WHEREAS**, Vista Lakes is authorized to enter into this Agreement pursuant to its authority provided for in Chapter 190, Florida Statutes.

**NOW, THEREFORE**, for and in consideration of the above premises, the promises and provisions contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby mutually acknowledged by the parties, the parties agree as follows:

1. **Recitals.** The above premises are true and correct and are incorporated herein as material provisions of this Agreement.

2. **Term.** Subject to the termination provisions contained herein, this Agreement shall be for an initial term commencing on the Effective Date, and ending on the earlier of the expiration or termination of the Lighting Contract or January 31, 2020, whichever occurs first. This Agreement may be renewed upon mutual assent of the parties and shall be in writing and subject to the same terms and conditions as set forth in this Agreement.

3. **Payment of the Cost Equivalent of Standard Street Lighting.** Provided that VISTA LAKES is in full compliance with the terms of this Agreement, including but not limited



to the provisions of Sections 3(a) and 4 below, the City shall reimburse VISTA LAKES for a portion of the payments made by VISTA LAKES to Progress Energy under the Lighting Contract, beginning with the 2009 calendar year, as follows:

a) Within thirty (30) days of the effective date of this Agreement, VISTA LAKES shall provide to the City (i) copies of all invoices received by VISTA LAKES from Progress Energy related to the Lighting Contract for services during the prior 2009 calendar year and (ii) evidence of the payment of all of said invoices by VISTA LAKES in a form reasonably satisfactory to the City. For all future calendar years, VISTA LAKES shall provide to the City within thirty (30) days of the end of a calendar year, (a) copies of all invoices received by VISTA LAKES from Progress Energy related to the Lighting Contract for services during the prior calendar year and (b) evidence of the payment of all of said invoices by VISTA LAKES in a form reasonably satisfactory to the City.

b) Upon receipt of the information set forth in sub-section (a) above (hereinafter referred to as the "Request for Payment"), City shall calculate the "Equivalent Standard Lighting Charge" for the prior calendar year. For purposes of this Agreement, the term Equivalent Standard Lighting Charge shall mean (i) sixty percent (60%) of the total of the energy charges, fuel charges, and regular monthly maintenance charges (as opposed to non-routine maintenance or repair charges imposed on a per occurrence basis) as set forth on the billings from Progress Energy for the relevant period plus (ii) the annual cost of three hundred fourteen (314) standard 100 WHPS cobrahead fixtures – overhead conductors and three hundred fourteen (314) standard 35 foot concrete poles as determined by Progress Energy and provided to the City. In the event that Progress Energy fails to provide the necessary information to the City within thirty (30) days of request by the City to determine the cost of standard fixtures and concrete poles, the most recent information in the possession of the City shall be used to determine the Equivalent Standard Lighting Charge. The parties acknowledge and agree that as of the Effective Date of this Agreement, the most recent information in the possession of the City for the rental cost of standard fixtures and concrete poles from Progress Energy is \$3.64 per month per fixture and \$5.05 per month per pole for a total yearly expense for fixtures and poles of \$32,743.92, i.e., (\$3.64 plus \$5.05) multiplied by three hundred fourteen (314) number of poles, multiplied by twelve months equals \$32,743.92.

c) Upon calculation of the Equivalent Standard Lighting Charge for the prior calendar year, but in no event greater than sixty (60) days after City's receipt of the Request for Payment, the City shall pay to VISTA LAKES an amount equal to the Equivalent Standard Lighting Charge for such year. Under no circumstances shall the total amount paid to VISTA LAKES by the City under this Agreement exceed Fifty Thousand Dollars (\$50,000.00) for any single calendar year. The sum of Fifty Thousand Dollars (\$50,000.00) per year constitutes the maximum liability of the City to VISTA LAKES under this Agreement for any reason.

d) For purposes of clarification and mutual understanding, the payment by City to VISTA LAKES of the Equivalent Standard Lighting Charge shall be the sole amount paid by City to VISTA LAKES under this Agreement. VISTA LAKES understands and acknowledges that City is not a party to the Lighting Contract and shall not be responsible for paying or



reimbursing VISTA LAKES for any other costs, fees, charges, penalties or other amounts which may be owed by VISTA LAKES under the Lighting Contract (or any successor agreement) for any reason.

**4. Street Lighting.**

a) VISTA LAKES agrees and warrants to City that it shall fully and completely perform its duties and obligations under the Lighting Contract and any successor or replacement agreement with Progress Energy (or its successor or assign) related to the provision of street lighting within Vista Lakes, including but not limited to, lighting along or within the public portion of Vista Park Blvd., Champlain Drive, Champlain Community, Amhurst Community, Colonie Community, Avon Community, Newport Community, and Pembroke Community, for as long as this Agreement is in effect with the City. In the event that VISTA LAKES fails to fully and completely perform any such duty or obligation under the Lighting Contract, upon providing Vista Lakes with fifteen (15) days written notice and opportunity to cure (or if the default is of such nature that cannot be cured within 15 days, VISTA LAKES begins to cure such default within the fifteen (15) day period and diligently pursues such action to cure said default), the City shall have the right, but not the obligation to undertake such performance at VISTA LAKES's sole cost and expense. The performance by the City on one or more occasions of any duty or obligation on behalf of VISTA LAKES shall not give rise to any continuing duty on the part of the City to undertake such obligation thereafter and shall in no manner absolve or release VISTA LAKES from its continuing obligation to fully and completely perform its contractual obligations under this Agreement and the Lighting Contract.

b) From and after the effective date of this Agreement, VISTA LAKES shall not alter (or permit the alteration of) the lighting configuration or intensity of the street lighting within Vista Lakes without the prior written consent of the City's Director of Transportation or his designee.

c) From and after the effective date of this Agreement, VISTA LAKES shall not extend, amend or modify the Lighting Contract in any manner without the prior written consent of the City. In the event that the City and VISTA LAKES have been unable to mutually agree upon an amendment or extension of this Agreement or a new agreement addressing the provision of street lighting within Vista Lakes on or before the expiration or termination of the Lighting Contract, then this Agreement shall terminate and upon such termination, the rights and obligations of the parties under this Agreement shall terminate, including, without limitation, the obligation of the City to continue paying VISTA LAKES the Equivalent Standard Lighting Charge.

**5. Termination.**

a) Termination by City. The parties acknowledge that the City as a governmental entity is subject to an annual budgeting and appropriation process and that the City's fiscal year runs from October 1<sup>st</sup> to September 30<sup>th</sup>. Accordingly, in the event that the City fails to appropriate funds to continue reimbursement of the Equivalent Standard Lighting Charge in its



annual budget, the City shall have the right to terminate this Agreement effective September 30th of a year upon the provision of written notice to VISTA LAKES no later than September 30th of such year. Upon such termination, the rights and obligations of the parties under this Agreement shall terminate, including, without limitation, the obligation of the City to continue paying VISTA LAKES the Equivalent Standard Lighting Charge. Regardless of the date of such notice, termination pursuant to this sub-section (a) shall be effective as of September 30th of such year.

b) Termination for Cause. The parties acknowledge and agree that the City has an interest in ensuring that the public rights of way located within Vista Lakes remain properly lighted at all times. Accordingly, in the event that:

(i) VISTA LAKES is ever in default under the Lighting Contract or any successor or replacement agreement with Progress Energy (or a successor or assign of Progress Energy); or

(ii) the lighting configuration or intensity of the street lighting within Vista Lakes is ever altered without the prior written consent of the City and such alteration creates a threat to the public safety as determined by the City's Director of Transportation; or

(iii) if the street lighting within Vista Lakes is ever intentionally disconnected or removed by VISTA LAKES, or its officials, officers, agents, employees, and/or contractors, without the prior written consent of the City's Director of Transportation, then in any such instance ("Removal Event"), the City shall have the right upon written notice to VISTA LAKES, but not the obligation, to terminate this Agreement and upon such termination, the rights and obligations of the parties under this Agreement shall terminate, including, without limitation, the obligation of the City to continue paying VISTA LAKES the Equivalent Standard Lighting Charge.

Notwithstanding the foregoing, in no event shall the City exercise the rights or remedies provided to the City under this subparagraph (b) until the City provides VISTA LAKES with fifteen (15) days prior written notice and opportunity to cure outlining in said default notice the specifics of the alleged default and the steps VISTA LAKES must take in order to cure said default. In the event VISTA LAKES cures said default within said 15 day period or if such default by its nature cannot be reasonably be cured within 15 days of receipt of the City's notice, then provided that VISTA LAKES begins to cure such default within said 15 day period and diligently pursues such action to cure said default, then the City shall not have the right to exercise the rights and remedies provided in subparagraph (b).

c) Termination by Mutual Consent. This Agreement may be terminated by mutual written consent of the parties.

6. Effective of Termination. The termination of this Agreement shall not effect the obligations and duties of the parties incurred or accrued through and including the date of termination.

7. Indemnity. Only to the extent and limits provided by state law, which includes but is not limited to the provisions of Section 768.28, VISTA LAKES hereby agrees to



indemnify and hold harmless the City, its elected officials, officers, agents, and employees, from and against any and all liabilities, claims, damages, demands, expenses, fees, fines, penalties, suits, proceedings, actions, and cost of actions, including attorneys' fees for trial and on appeal, and for the preparation of same arising out of the acts and omissions of the VISTA LAKES and its officers', agents', residents and employees' associated with this Agreement and the Lighting Contract. Under no circumstances shall City have any liability to VISTA LAKES or any other person arising out of the operation of the street lighting system under the Lighting Contract, including but not limited to any failure of such lighting system arising from any cause whatsoever.

**8. Limitations on Liability.** Except as may be expressly provided in this Agreement, the City shall have no obligation to maintain or repair the street lighting system in Vista Lakes. UNDER NO CIRCUMSTANCES SHALL CITY BE LIABLE TO VISTA LAKES OR ANY THIRD PARTY FOR ANY CLAIM OR ACTION ARISING FROM OR RELATED TO THIS AGREEMENT UNDER ANY CONTRACT, NEGLIGENCE, STRICT LIABILITY, OR OTHER LEGAL OR EQUITABLE THEORY FOR: (I) ANY INDIRECT, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES, HOWEVER CAUSED AND WHETHER OR NOT ADVISED IN ADVANCE OF THE POSSIBILITY OF SUCH DAMAGES; OR (II) THE COST OF PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES. THE CITY'S MAXIMUM LIABILITY UNDER THIS AGREEMENT FOR ANY REASON SHALL BE LIMITED TO FIVE THOUSAND DOLLARS (\$5,000) PER YEAR TO ANY AND ALL CLAIMANTS IN THE AGGREGATE FOR ANY AND ALL CLAIMS, DEMANDS, ACTIONS AND LIABILITIES ARISING FROM OR RELATED TO THIS AGREEMENT EXCEPT FOR AMOUNTS DUE TO VISTA LAKES UNDER THIS AGREEMENT FOR THE REIMBURSEMENT OF THE EQUIVALENT STANDARD LIGHTING CHARGE WHICH IN NO EVENT SHALL EXCEED FIFTY THOUSAND DOLLARS (\$50,000) PER YEAR.

**9. Miscellaneous**

A. **Notices.** All notices required or permitted to be given under this Agreement must be in writing and must be delivered to the City or VISTA LAKES at its address set forth below (or such other address as may hereafter be designated by such party in writing). The parties' addresses for the delivery of all such notices are as follows:

City:	Director of Transportation Orlando City Hall, 8 <sup>th</sup> Floor 400 South Orange Avenue Orlando, Florida 32802-4990 Facsimile: (407) 246-2892
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VISTA LAKES:

VISTA LAKES Community Development District  
c/o Inframark Infrastructure Management Services  
210 N. University Drive  
Suite 702  
Coral Springs, Florida 33701  
Attention: Bob Koncar, District Manager

Notices shall be either: (1) personally delivered (including delivery by Federal Express or other courier service) to the addresses set forth above, in which case they shall be deemed delivered on the date of delivery; (2) sent by certified mail, return receipt requested, in which case they shall be deemed delivered on the date shown on the receipt unless delivery is refused or intentionally delayed by the addressee, in which event they shall be deemed delivered on the date of deposit in the U.S. Mail; or (3) transmitted via telecopier using a telecopier number provided above, if any (or such other number as receiving party may have designated in writing), in which case the delivery shall be deemed to have occurred on the day of the transmission, provided that the day of transmission is a normal business day or, if not, the first normal business day after the transmission.

**B. Binding Effect.** This Agreement shall inure to the benefit of and shall be binding upon the parties and their legal representatives, successors and assigns.

**C. Waiver of Breach.** The waiver by any party of a breach of any provision, agreement or covenant of this Agreement by the other party shall not operate or be construed as a waiver of any subsequent breach of the same or any other provision, agreement or covenant by such other party.

**D. Entire Agreement.** This Agreement is intended by the parties hereto to be the final expression of their agreement and is a complete and exclusive statement thereof notwithstanding any representation or statements to the contrary heretofore made. This Agreement may be amended only if such amendment is in written form and executed by the parties.

**E. Construction.** This Agreement shall be construed fairly, in accordance with the plain meaning of its terms, and there shall be no presumption or inference drawn against the party drafting this Agreement in interpreting the provisions hereof.

**F. Applicable law: Venue.** The laws of the State of Florida shall govern any and all claims arising under this Agreement. Venue of any action arising hereunder or in any manner related to this Agreement shall lie in Orange County, Florida

**G. Non-Waiver of Sovereign Immunity.** Nothing contained in this Agreement or in any instruments executed pursuant to the terms of this Agreement shall be construed as a waiver or attempted waiver by the City or VISTA LAKES of its sovereign immunity under the Constitution and laws of the State of Florida




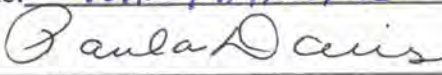
**H. Non-Exclusive Agreement.** This Agreement is a non-exclusive Agreement between the parties.

**I. City Action.** The City's Director of Transportation and such other people as he or she may designate in writing from time to time shall have full authority to act on behalf of the City with respect to all matters related to this Agreement, including but not limited to any decisions to extend, renew, amend, modify or terminate this Agreement; provided, however that said Director or a designee may not extend the City's payment obligations under this Agreement beyond the year 2029 or in an amount exceeding Fifty Thousand Dollars (\$50,000) per year without first obtaining the approval for such action from the City Council of the City of Orlando.

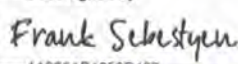
**J. Disclaimer of Third Party Beneficiaries.** This Agreement is solely for the benefit of the parties hereto and no right or cause of action shall accrue by reason hereof to or for the benefit of any third party not a party hereto, including but not limited to any individual property owner within Vista Lakes or Progress Energy. Nothing in this Agreement, express or implied, is intended or shall be construed to confer upon or give any person or entity any right, remedy or claim under or by reason of this Agreement or any provisions or conditions hereof, other than the parties hereto and their respective successors and assigns.

**IN WITNESS WHEREOF,** the parties have executed this Agreement in manner and form sufficient to bind them as of the day and year first above written.

Signed, sealed and delivered  
in the presence of:

  
Name: JOHN KHATIBLOU  
  
Name: Paula Davis

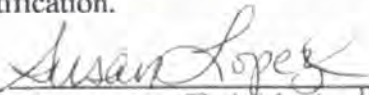
**VISTA LAKES COMMUNITY  
DEVELOPMENT DISTRICT**, a community  
development district existing pursuant to  
Chapter 190, Florida Statutes.

DocuSigned by:  
  
By: FRANK SEBESTYEN  
Name: FRANK SEBESTYEN  
Title: CHAIRMAN

STATE OF FLORIDA  
COUNTY OF ORANGE

The foregoing instrument was acknowledged before me this 29 day of July, 2021  
by FRANK SEBESTYEN, as CHAIRMAN of VISTA LAKES  
COMMUNITY DEVELOPMENT DISTRICT. He/She is personally known to me or has  
produced N/A. as identification.



  
Print Name: SUSAN Lopez  
Notary Public - State of Florida  
Commission No.: GG 287765  
Commission Expires: 1/1/23



**3Diii.**





Florida Water Features, Inc.

1451 Seminola Blvd.  
Casselberry, FL 32707

Agenda Page 216

# QUOTE

DATE	Quote Number
7/23/2021	4733

CUSTOMER		Phone
Vista Lakes CDD c/o Inframark Management Service Attn: Angel Montagna 2654 Cypress Ridge Blvd. Suite 101 Wesley Chapel, FL 33544		Fax
Angel.Montagna@inframark.com		

JOB	TERMS		
Ome Depot Basin Fountain	Upon Completion		
DESCRIPTION	QTY	COST	TOTAL
Upon inspection of the feature motor for the Home Depot Fountain, we found it pulling high amps and melting the connection in the motor. The motor is not repairable and need to be replaced. The following is our price:  7.5HP, 230V, 1Ø Feature Pump Motor including shaft seals, sleeve, and gasket Labor to pull and re-install feature motor	1	1,657.50 300.00	1,657.50 300.00
THANK YOU. All parts listed are covered under warranty for one year, including labor.		TOTAL	\$1,957.50

Phone # 407-834-0621

Fax # 407-388-0621

ACCEPTED BY: \_\_\_\_\_

P.O.#: \_\_\_\_\_ Date: \_\_\_\_\_

The above items & prices, are hereby accepted.  
Please fax, (407-388-0621), or email,  
(contact@floridawaterfeatures.com), a copy back for our records.  
THANK YOU.

contact@floridawaterfeatures.com

www.floridawaterfeatures.com



## **Fourth Order of Business**



**4Ai**



## **RESOLUTION 2021-05**

### **THE ANNUAL APPROPRIATION RESOLUTION OF THE VISTA LAKES COMMUNITY DEVELOPMENT DISTRICT (THE “DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021, AND ENDING SEPTEMBER 30, 2022**

**WHEREAS**, the District Manager has, prior to the fifteenth (15<sup>th</sup>) day of June, 2021, submitted to the Board of Supervisors (the “Board”) a proposed budget for the next ensuing budget year along with an explanatory and complete financial plan for each fund of the Vista Lakes Community Development District, pursuant to the provisions of Section 190.008(2)(a), Florida Statutes; and

**WHEREAS**, at least sixty (60) days prior to the adoption of the proposed annual budget (the “Proposed Budget”), the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), Florida Statutes; and

**WHEREAS**, the Board set August 5, 2021, as the date for a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), Florida Statutes; and

**WHEREAS**, Section 190.008(2)(a), Florida Statutes, requires that, prior to October 1, of each year, the District Board by passage of the Annual Appropriation Resolution shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

**WHEREAS**, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

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

#### **Section 1. Budget**

- a. That the Board of Supervisors has reviewed the District Manager’s Proposed Budget, a copy of which is on file with the Office of the District Treasurer and the Office of the Recording Secretary, and hereby approves certain amendments thereto, as shown in Section 2 below.



- b. That the District Manager's Proposed Budget, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), Florida Statutes, and incorporated herein by reference; provided, however, that the comparative figures contained in the adopted budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures for Fiscal Year 2021 and/or revised projections for Fiscal Year 2022.
- c. That the adopted budget, as amended, shall be maintained in the Office of the District Treasurer and the District Recording Secretary and identified as "The Budget for Vista Lakes Community Development District for the Fiscal Year Ending September 30, 2022", as adopted by the Board of Supervisors on August 5, 2021.

## **Section 2. Appropriations**

There is hereby appropriated out of the revenues of the Vista Lakes Community Development District, for the Fiscal Year beginning October 1, 2021, and ending September 30, 2022, the sum of \_\_\_\_\_ to be raised by the levy of assessments and otherwise, which sum is deemed by the Board of Supervisors to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$ _____
DEBT SERVICE FUND	\$ _____
TOTAL ALL FUNDS	\$ _____

## **Section 3. Supplemental Appropriations**

The Board may authorize by resolution, supplemental appropriations or revenue changes for any lawful purpose from funds on hand or estimated to be received within the fiscal year as follows:

- a. Board may authorize a transfer of the unexpended balance or portion thereof of any appropriation item.
- b. Board may authorize an appropriation from the unappropriated balance of any fund.
- c. Board may increase any revenue or income budget amount to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.

The District Manager and Treasurer shall have the power within a given fund to authorize the transfer of any unexpected balance of any appropriation item or any portion thereof, provided such transfers do not exceed Ten Thousand Dollars (\$10,000) or have the effect of causing more than 10% of the total appropriation of a given program or project to be transferred previously



approved transfers included. Such transfer shall not have the effect of causing a more than \$10,000 or 10% increase, previously approved transfers included, to the original budget appropriation for the receiving program. Transfers within a program or project may be approved by the Board of Supervisors. The District Manager or Treasurer must establish administrative procedures which require information on the request forms proving that such transfer requests comply with this section.

Introduced, considered favorably, and adopted this 5<sup>th</sup> day of August, 2021.

ATTEST:

**BOARD OF SUPERVISORS OF THE  
VISTA LAKES COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary

By: \_\_\_\_\_

Its: \_\_\_\_\_



VISTA LAKES  
Community Development District

***Annual Operating and Debt Service Budget***  
**Fiscal Year 2022**

Version 3: Modified Tentative Budget  
Approved - 06/03/21  
(Printed - 07/15/21 @ 12pm)

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 Modified Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL		ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2019	FY 2020	BUDGET	THRU	JUL-	PROJECTED	BUDGET
			FY 2021	JUN-21	SEP-21	FY 2021	FY 2022
<b>REVENUES</b>							
Interest - Investments	\$ 41,340	\$ 27,220	\$ 20,000	\$ 4,908	\$ 1,636	\$ 6,544	\$ 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	163	-	163	150
Special Assmnts- Tax Collector	1,188,895	1,188,890	1,188,895	1,156,691	32,204	1,188,895	1,188,895
Special Assmnts- Other (CVS)	958	958	1,000	240	80	320	1,000
Special Assmnts- Discounts	(42,726)	(42,783)	(47,556)	(43,515)	-	(43,515)	(47,556)
Other Miscellaneous Revenues	-	28	-	6,178	-	6,178	-
Insurance Reimbursements	-	500	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>1,242,205</b>	<b>1,221,106</b>	<b>1,204,339</b>	<b>1,124,665</b>	<b>33,920</b>	<b>1,158,585</b>	<b>1,189,489</b>

**EXPENDITURES***Administrative*

P/R-Board of Supervisors	4,600	4,800	5,000	4,000	1,000	5,000	5,000
FICA Taxes	352	367	383	306	77	383	383
ProfServ-Arbitrage Rebate	-	-	1,200	1,800	-	1,800	1,200
ProfServ-Dissemination Agent	-	-	1,000	-	1,000	1,000	1,000
ProfServ-Engineering	24,551	56,912	25,000	39,437	1,295	40,732	35,000
ProfServ-Legal Services	15,908	25,287	20,000	18,483	2,115	20,598	20,000
ProfServ-Mgmt Consulting Serv	55,618	57,287	60,000	45,000	15,000	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	478	159	637	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	1,641	547	2,188	2,500
Legal Advertising	969	2,830	1,428	528	176	704	1,000
Miscellaneous Services	1,726	1,957	1,000	1,852	617	2,469	2,100
Misc-Assessmnt Collection Cost	4,251	1,975	2,000	2,019	1,288	3,307	2,748
Office Supplies	154	176	550	90	30	120	250
Annual District Filing Fee	175	175	175	175	-	175	175
<b>Total Administrative</b>	<b>145,020</b>	<b>184,456</b>	<b>157,845</b>	<b>149,862</b>	<b>25,905</b>	<b>175,767</b>	<b>168,609</b>

*Field*

ProfServ-Field Management	67,030	82,156	85,000	58,750	26,250	85,000	85,000
Contracts-Lake and Wetland	24,300	25,173	25,140	19,169	5,971	25,140	25,894
Contracts-Fountain	-	13,356	13,356	7,965	1,800	9,765	13,356
Contracts-On-Site Maintenance	3,575	-	-	-	-	-	-
Communication - Teleph - Field	7,599	8,595	7,600	3,413	1,138	4,551	5,000
Electricity - Streetlighting	63,307	65,767	63,000	52,658	17,553	70,211	65,000
Utility - Water & Sewer	71,460	68,682	69,000	50,007	16,669	66,676	60,000
Streetlights Gated	67,308	68,769	70,000	45,709	15,236	60,945	70,000
Streetlights Non-Gated	114,387	111,432	112,000	74,183	24,728	98,911	112,000
R&M-Common Area	18,083	13,365	10,000	3,751	1,250	5,001	3,500
R&M-Fountain	27,504	24,435	8,400	2,292	764	3,056	3,500



**Summary of Revenues, Expenditures and Changes in Fund Balances**  
FY 2022 Modified Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2019	ACTUAL FY 2020	ADOPTED BUDGET FY 2021	ACTUAL THRU JUN-21	PROJECTED JUL- SEP-21	TOTAL PROJECTED FY 2021	ANNUAL BUDGET FY 2022
R&M-Gate	183	-	-	-	-	-	-
Misc-Contingency	22,683	10,139	30,000	5,711	1,904	7,615	107,500
Holiday Lighting & Decorations	-	17,317	17,500	17,500	-	17,500	17,500
<b>Total Field</b>	<b>487,419</b>	<b>509,186</b>	<b>510,996</b>	<b>341,108</b>	<b>113,262</b>	<b>454,370</b>	<b>568,250</b>
<b>Landscape Services</b>							
Contracts-Landscape	357,400	349,918	354,723	266,042	88,681	354,723	354,723
Contracts-Landscape Consultant	1,500	1,000	2,000	800	1,200	2,000	2,000
Contracts-Mulch	-	1,300	30,000	29,670	330	30,000	30,000
Contracts-Annuaals	-	18,164	23,809	18,354	5,455	23,809	23,809
Lease - Building	7,440	7,440	7,440	5,580	1,860	7,440	7,440
R&M-Irrigation	32,965	28,463	28,000	4,288	20,714	25,002	20,000
R&M-Mulch	28,800	-	-	-	-	-	-
R&M-Trees and Trimming	2,958	7,956	9,600	71,250	-	71,250	15,000
R&M-Plant&Tree Replacement	138,276	25,532	35,000	42,758	-	42,758	25,000
<b>Total Landscape Services</b>	<b>569,339</b>	<b>439,773</b>	<b>490,572</b>	<b>438,742</b>	<b>118,240</b>	<b>556,982</b>	<b>477,972</b>
<b>Reserves</b>							
Reserve	4,150	58,181	119,000	-	-	-	22,600
<b>Total Reserves</b>	<b>4,150</b>	<b>58,181</b>	<b>119,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>22,600</b>
<b>TOTAL EXPENDITURES &amp; RESERVES</b>	<b>1,205,928</b>	<b>1,191,596</b>	<b>1,278,413</b>	<b>929,712</b>	<b>257,407</b>	<b>1,187,119</b>	<b>1,237,431</b>
Net change in fund balance	36,277	29,510	(74,074)	194,953	(223,487)	(28,534)	(47,942)
<b>FUND BALANCE, BEGINNING</b>	<b>2,076,575</b>	<b>2,112,852</b>	<b>2,142,362</b>	<b>2,142,362</b>	<b>-</b>	<b>2,142,362</b>	<b>2,113,828</b>
<b>FUND BALANCE, ENDING</b>	<b>\$ 2,112,852</b>	<b>\$ 2,142,362</b>	<b>\$ 2,068,288</b>	<b>\$ 2,337,315</b>	<b>\$ (223,487)</b>	<b>\$ 2,113,828</b>	<b>\$ 2,065,886</b>



**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

<b>EXPENDITURES- Administrative (Continued)</b>
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**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

<b>FIELD</b>
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**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**

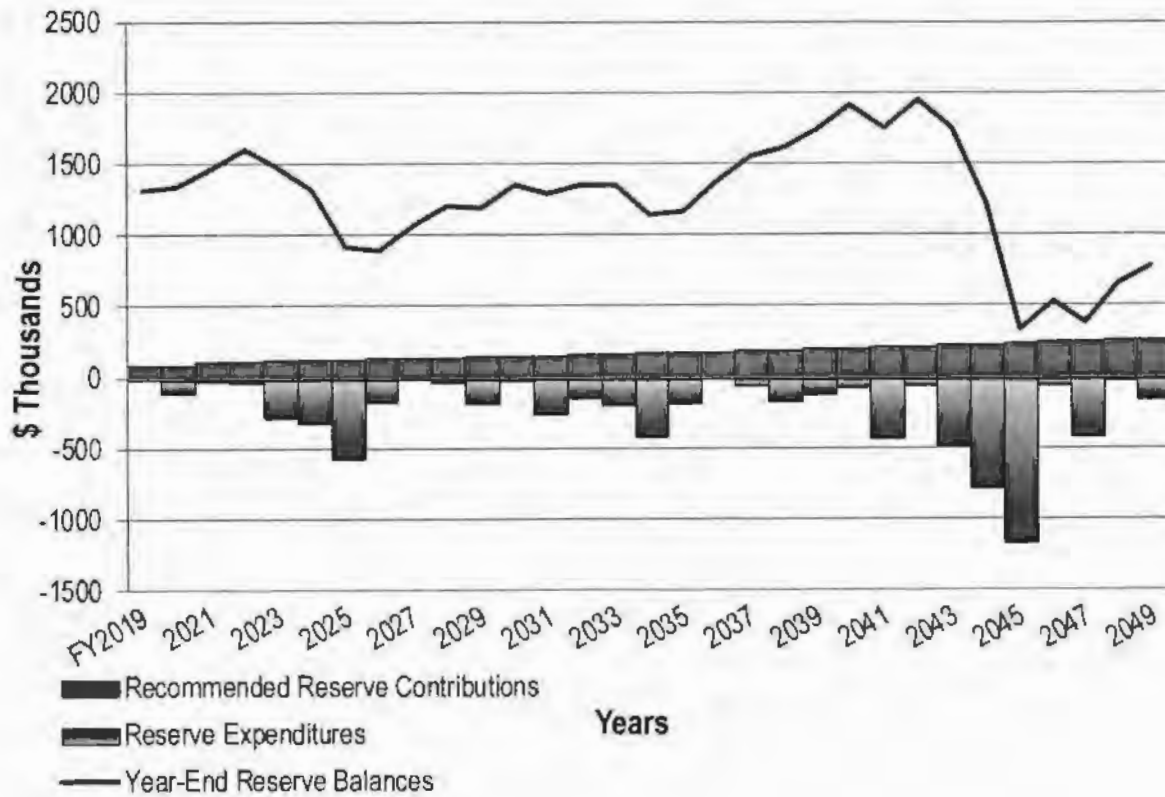
For this fiscal year, the District will reserve \$122,600 for future capital projects. These capital expenditures are based on a reserve study performed by Reserve Advisors, Inc, dated 8/26/2019.





**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**

	<b><u>Amount</u></b>
Anticipated beginning Fund Balance - Fiscal Year 2022	\$ 2,113,828
Net Change in Fund Balance - Fiscal Year 2022	(47,942)
Reserves - Fiscal Year 2022	22,600
<b>Total Funds Available (Estimated) - 09/30/2022</b>	<b>2,088,486</b>

**ALLOCATION OF AVAILABLE FUNDS**

***Assigned Fund Balance***

Operating Reserve - First Quarter Operating Capital		303,708 <sup>(1)</sup>
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	22,600	141,600
	Subtotal	1,721,549
<b>Total Allocation of Available Funds</b>		<b>1,721,549</b>

<b>Total Unassigned (undesignated) Cash</b>	<b>\$ 366,937</b>
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**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 Modified Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2019	ACTUAL FY 2020	ADOPTED BUDGET FY 2021	ACTUAL THRU JUN-21	PROJECTED JUL- SEP-21	TOTAL PROJECTED FY 2021	ANNUAL BUDGET FY 2022
<b>REVENUES</b>							
Interest - Investments	\$ 1,342	\$ 2,049	\$ 2,000	\$ 13	\$ 4	\$ 17	\$ 20
Interest - Tax Collector	1,847	1,989	1,250	102	34	136	150
Special Assmnts- Tax Collector	743,128	743,123	743,127	727,192	15,935	743,127	743,127
Special Assmnts- Prepayment	-	-	-	755	-	755	-
Special Assmnts- Discounts	(27,409)	(27,465)	(29,725)	(27,684)	-	(27,684)	(27,519)
<b>TOTAL REVENUES</b>	<b>718,908</b>	<b>719,696</b>	<b>716,652</b>	<b>700,378</b>	<b>15,973</b>	<b>716,351</b>	<b>715,778</b>
<b>EXPENDITURES</b>							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	1,290	1,283	14,863	1,262	-	1,262	1,278
<b>Total Administrative</b>	<b>1,290</b>	<b>1,283</b>	<b>14,863</b>	<b>1,262</b>	<b>-</b>	<b>1,262</b>	<b>1,278</b>
<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	87,916	-	87,916	81,778
Interest Expense Series A-2	164,115	156,114	147,830	147,830	-	147,830	139,293
<b>Total Debt Service</b>	<b>703,749</b>	<b>704,982</b>	<b>704,746</b>	<b>704,746</b>	<b>-</b>	<b>704,746</b>	<b>705,071</b>
<b>TOTAL EXPENDITURES</b>	<b>705,039</b>	<b>706,265</b>	<b>719,609</b>	<b>706,008</b>	<b>-</b>	<b>706,008</b>	<b>706,349</b>
Excess (deficiency) of revenues Over (under) expenditures	13,869	13,431	(2,957)	(5,630)	15,973	10,343	9,428
Net change in fund balance	13,869	13,431	(2,957)	(5,630)	15,973	10,343	9,428
<b>FUND BALANCE, BEGINNING</b>	<b>260,802</b>	<b>274,671</b>	<b>288,102</b>	<b>288,103</b>	<b>-</b>	<b>288,103</b>	<b>298,446</b>
<b>FUND BALANCE, ENDING</b>	<b>\$ 274,671</b>	<b>\$ 288,102</b>	<b>\$ 285,145</b>	<b>\$ 282,473</b>	<b>\$ 15,973</b>	<b>\$ 298,446</b>	<b>\$ 307,875</b>



**AMORTIZATION SCHEDULE**

**SPECIAL ASSESSMENT BONDS**

<b>Payment Date</b>	<b>Outstanding Balance</b>	<b>Rate</b>	<b>Principal</b>	<b>Interest</b>	<b>Total Debt Payment</b>	<b>Total Production</b>
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	\$ -
		<b>Total</b>	<b>1,002</b>					

**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	\$ -
		<b>Total</b>	<b>1,187</b>					

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	\$ -
		<b>Total</b>	<b>161,000</b>					



**4Bi.**



**RESOLUTION 2021-06**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF  
THE VISTA LAKES COMMUNITY DEVELOPMENT  
DISTRICT IMPOSING SPECIAL ASSESSMENTS AND  
CERTIFYING AN ASSESSMENT ROLL; PROVIDING A  
SEVERABILITY CLAUSE; AND PROVIDING AN  
EFFECTIVE DATE**

**WHEREAS**, the Vista Lakes Community Development District (the “District”) is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

**WHEREAS**, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District’s adopted Improvement Plan and Chapter 190, Florida Statutes; and

**WHEREAS**, the Board of Supervisors of the District (“Board”) hereby determines to undertake various operations and maintenance activities described in the District’s budget for Fiscal Year 2021 (“Operations and Maintenance Budget”), attached hereto as Exhibit “A” and incorporated by reference herein; and

**WHEREAS**, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the District’s budget for Fiscal Year 2021; and

**WHEREAS**, the provision of such services, facilities, and operations is a benefit to lands within the district; and

**WHEREAS**, Chapter 190, Florida Statutes, provides that the District may impose special assessments on benefited lands within the District; and

**WHEREAS**, the District has previously levied an assessment for debt service, which the District now desires to collect on the tax roll pursuant to the Uniform Method and which is also indicated on Exhibit “A”; and

**WHEREAS**, Chapter 197, Florida Statutes, provides a mechanism pursuant to which such special assessments may be placed on the tax roll and collected by the local tax collector (“Uniform Method”); and

**WHEREAS**, the District has previously evidenced its intention to utilize this Uniform Method; and



**WHEREAS**, the District has approved an Agreement with the Property Appraiser and Tax Collector of Orange County to provide for the collection of the special assessments under the Uniform Method; and

**WHEREAS**, it is in the best interests of the District to proceed with the imposition of the special assessments; and

**WHEREAS**, it is in the best interests of the District to adopt the Assessment Roll of the Vista Lakes Community Development District (the "Assessment Roll") attached to this Resolution as Exhibit "B" and incorporated as a material part of this Resolution by this reference, and to certify the Assessment Roll to the Orange County Tax Collector pursuant to the Uniform Method; and

**WHEREAS**, it is in the best interest of the District to permit the District Manager to amend the Assessment Roll, certified to the Orange County Tax Collector by this Resolution, as the Property Appraiser updates the property roll for Orange County, for such time as authorized by Florida law.

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

**SECTION 1. BENEFIT.** The provision of the services, facilities, and operations as described in Exhibit "A" confer a special and peculiar benefit to the lands within the District, which benefits exceed or equal the costs of the assessments. The allocation of the costs to the specially benefited lands is shown in Exhibit "B."

**SECTION 2. ASSESSMENT IMPOSITION.** A special assessment for operation and maintenance as provided for in Chapter 190, Florida Statutes, is hereby imposed and levied on benefited lands within the District in accordance with Exhibit "B."

**SECTION 3. COLLECTION.** The collection of the operation and maintenance special assessments shall be at the same time and in the same manner as Orange County taxes in accordance with the Uniform Method. The District shall also collect its previously levied debt service assessment pursuant to the Uniform Method, as indicated on Exhibit "B."

**SECTION 4. ASSESSMENT ROLL.** The District's Assessment Roll, attached to this Resolution as Exhibit "B," is hereby certified to the Orange County Tax Collector and shall be collected by Orange County Tax Collector in the same manner and time as Orange County taxes. The proceeds therefrom shall be paid to the Vista Lakes Community Development District.

**SECTION 5. ASSESSMENT ROLL AMENDMENT.** The District Manager shall keep appraised of all updates made to the Orange County property roll by the Property Appraiser after the date of this Resolution; and shall amend the District's Assessment Roll in accordance with



any such updates, for such time as authorized by Florida law, to the Orange County property roll. After any amendment of the Assessment Roll, the District Manager shall file the updates to the tax roll in the District records.

**SECTION 6. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**SECTION 7. EFFECTIVE DATE.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board of Supervisors of the Vista Lakes Community Development District.

**PASSED AND ADOPTED** this 5<sup>th</sup> day of August, 2021.

ATTEST:

**BOARD OF SUPERVISORS OF THE  
VISTA LAKES COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Assistant Secretary

By: \_\_\_\_\_

Its: \_\_\_\_\_



## **Fifth Order of Business**



**5A**



**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 3, 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:

Bob Koncar	District Manager
Scott Clark	District Counsel
David Hamstra	District Engineer
Gabe Mena	Assistant District Manager
Jorge Baez	Onsite Manager
Angel Montagna	Regional Manager
Freddy Blanco	Field Services Manager

*Following is a summary of the discussions and actions taken at the June 3, 2021, Vista Lakes Community Development District's Board of Supervisors Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Public Comments**

With no public comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Business Items**

**A. Consideration of Resolution 2021-04, Designation of Officers of the District**



On MOTION by Ms. Edwards, seconded by Mr. Sebestyen, with all in favor by roll call vote, Resolution 2021-04, Designation of Officers of the District was adopted. 5-0

**B. Ratification of Chair Authorized Expenses Between Meetings**

**i. Ratification of Lexington Pool Fountain Repair**

- The work has yet to be done on this item, therefore, it was tabled.

**C. Presentation of Proposed Budget for Fiscal Year 2022**

**i. Consideration of Resolution 2021- 03, Approving Proposed Budget and Setting the Public Hearing**

- The budget items were moved towards the end of the meeting.

**FOURTH ORDER OF BUSINESS**

**Business Administration Items**

**A. Consideration of the Minutes of the April 1, 2021 Board of Supervisors' Meeting.**

On MOTION by Ms. Daly, seconded by Mr. Simmons, with all in favor by roll call vote, the Meeting Minutes from April 1, 2021 were approved. 5-0

**B. Consideration of March and April 2021 Check Register and Invoices**

On MOTION by Ms. Edwards and Second by Ms. Daly, with all in favor by roll call vote, the March and April 2021 Check Register and Invoices were approved. 5-0

**C. Consideration of April 2021 Financial Statements**

- A discussion ensued on the April Financials.

On MOTION by Ms. Daly, seconded by Mr. Simmons, with all in favor by roll call vote, increasing Fiscal Year 2021 line item, in field, for mulch by \$10,000.00 was approved. 5-0

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



**FIFTH ORDER OF BUSINESS****Staff Reports****A. District Engineer****i. Amhurst Subdivision Update**

- The pipes in the right of way are the responsibility of the City of Orlando and all pond pipes are the responsibility of the CDD.
- ii. Monument Sign at Chickasaw Trail at North End of Vista Lakes**
- A discussion ensued on the monument and estimates will be obtained.
- iii. Privacy Wall Between Pembroke Subdivision and Vista Promenade**

On MOTION by Mr. DeCrotie, seconded by Ms. Edwards, with all in favor by roll call vote, to utilize \$45,000.00 from the reserve for fences and walls to construct a vinyl privacy fence approved. 5-0

**iv. Outfall System Modification**

- An update was given to the Board and a discussion ensued.

**B. District Counsel****i. Update of Letter to Owner to Remove Boat from CDD Property**

- Mr. Clark stated he has spoken to the resident about removing the boat.

On MOTION by Ms. Daly, seconded by Mr. Simmons, with two in favor, being Ms. Daly and Mr. Simmons and 3 opposed, being Mr. Sebestyen, Mr. DeCrotie, and Ms. Dixon, by roll call vote, the fine of \$250.00 failed. 2-3

- A discussion ensued regarding the boat and plantings.

**D. Field Manager****i. Field Management Report****a. Pond 8 Proposal for Aerator and Fountain and Electric**

- A representative from Solitude explained the Pond 8 proposal and a discussion ensued.
- Solitude will come back to the August meeting with a revised proposal.
- d. Inframark Proposal for Pressure Washing All Curbs Solitude Aquatic Report**



On MOTION by Mr. DeCrotie, seconded by Ms. Edwards, with all in favor by roll call vote, the Simple Solutions proposal for gutter/curb pressure washing, not to exceed \$17,000.00, was approved. 5-0

**e. Fountain Service Proposals**

On MOTION by Ms. Daly, seconded by Mr. Sebestyen, with all in favor by roll call vote, to terminate contract with Lexington and execute a contract with Florida Water Features for a monthly price of \$175.00 for the two (2) tower entrances and month service for such, was approved. 5-0

On MOTION by Ms. Daly, seconded by Mr. Edwards, with all in favor by roll call vote, to approve a contract with Florida Water Features to repair the one (1) tower in disrepair, with a maximum amount of \$3,400.00, was approved. 5-0

**iv. Sidewalk Power Washing**

On MOTION by Ms. Daly, seconded by Mr. Sebestyen, with all in favor by roll call vote, to amend the previous Inframark Gentry Park motion to include sidewalk repair and gutters/curbs, with a maximum amount of \$35,000.00, was approved. 5-0

**c. Servello Proposal for Irrigation at Florence Harbor Park and Pembroke**

- Florence Harbor Park is in the permitting phase. A proposal will be presented to the Board when the City decides what size meter will be installed.

**b. Pond Maintenance Service Proposals**

On MOTION by Ms. Daly, seconded by Mr. DeCrotie, with all in favor by roll call vote, the repair proposals by Solitude for Pond #7 at \$796.00 and Fountain #5 at \$1,542.73 were approved. 5-0

**i. Solitude Water Management**

On MOTION by Ms. Daly, seconded by Ms. Edwards, with all in favor by roll call vote, the Solitude Water Management contract for \$6156.00 was approved. 5-0



- ii. Solitude Aquatic Report
  - iii. HOA Liaison Report
- The Board requested a timeline for addressing irrigation issues.

**THIRD ORDER OF BUSINESS, Continued**

**Business Items**

- C. Presentation of Proposed Budget for Fiscal Year 2022
  - A discussion ensued on the budget.
  - The Board requested to increase the Miscellaneous Contingency by 100,000 and reduce the Reserve by 100,000, with no increased assessments.
- i. Consideration of Resolution 2021-03, Approving Proposed Budget and Setting the Public Hearing

On MOTION by Ms. Edwards, seconded by Mr. DeCrotie, with all in favor by roll call vote, Resolution 2021-03, Approving Proposed Budget and Setting the Public Hearing was approved. 5-0
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**FIFTH ORDER OF BUSINESS, Cont'd**

**Staff Reports**

- C. **District Manager**
  - i. Discussion of Inframark Contract and Options Going Forward
- The Board has put Inframark on a ninety (90) day probation. A discussion ensued.

**SIXTH ORDER OF BUSINESS**

**Supervisor Requests**

- Ms. Daly requested Servello to explain the process of being notified of irrigation problems.



**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.

---

Bob Koncar  
Secretary

---

Frank Sebestyen  
Chairman



**5C**



VISTA LAKES  
Community Development District

*Financial Report*

*June 30, 2021*

Prepared by:





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VISTA LAKES  
Community Development District

**Financial Statements**

(Unaudited)

*June 30, 2021*



**Balance Sheet**  
June 30, 2021

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2017 A1 & A2 DEBT		TOTAL
		SERVICE FUND		
<b>ASSETS</b>				
Cash - Checking Account	\$ 191,162	\$ -	\$	191,162
Due From Other Funds	-	101,071		101,071
Investments:				
Money Market Account	2,324,354	-		2,324,354
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)	-	34,632		34,632
Revenue Fund (A-2)	-	54,224		54,224
Prepaid Items	8,750	-		8,750
Deposits	15,891	-		15,891
<b>TOTAL ASSETS</b>	<b>\$ 2,540,157</b>	<b>\$ 282,473</b>	<b>\$</b>	<b>2,822,630</b>
<b>LIABILITIES</b>				
Accounts Payable	\$ 55,715	\$ -	\$	55,715
Accrued Expenses	46,056	-		46,056
Due To Other Funds	101,071	-		101,071
<b>TOTAL LIABILITIES</b>	<b>202,842</b>	<b>-</b>		<b>202,842</b>
<b>FUND BALANCES</b>				
<b>Nonspendable:</b>				
Prepaid Items	8,750	-		8,750
Deposits	15,891	-		15,891
<b>Restricted for:</b>				
Debt Service	-	282,473		282,473
<b>Assigned to:</b>				
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
<b>Unassigned:</b>	<b>748,789</b>	<b>-</b>		<b>748,789</b>
<b>TOTAL FUND BALANCES</b>	<b>\$ 2,337,315</b>	<b>\$ 282,473</b>	<b>\$</b>	<b>2,619,788</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 2,540,157</b>	<b>\$ 282,473</b>	<b>\$</b>	<b>2,822,630</b>



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

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JUN-21 ACTUAL
<b>REVENUES</b>				
Interest - Investments	\$ 20,000	\$ 4,908	24.54%	\$ 382
Interlocal Agreement	40,000	-	0.00%	-
Interest - Tax Collector	2,000	163	8.15%	32
Special Assmnts- Tax Collector	1,188,895	1,156,691	97.29%	34,887
Special Assmnts- Other	1,000	240	24.00%	-
Special Assmnts- Discounts	(47,556)	(43,515)	91.50%	(4)
Other Miscellaneous Revenues	-	6,178	0.00%	-
<b>TOTAL REVENUES</b>	<b>1,204,339</b>	<b>1,124,665</b>	<b>93.38%</b>	<b>35,297</b>

**EXPENDITURES**

**Administration**

P/R-Board of Supervisors	5,000	4,000	80.00%	1,000
FICA Taxes	383	306	79.90%	77
ProfServ-Arbitrage Rebate	1,200	1,800	150.00%	-
ProfServ-Dissemination Agent	1,000	-	0.00%	-
ProfServ-Engineering	25,000	39,437	157.75%	-
ProfServ-Legal Services	20,000	18,483	92.42%	3,587
ProfServ-Mgmt Consulting Serv	60,000	45,000	75.00%	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%	-
Postage and Freight	800	478	59.75%	264
Insurance - General Liability	12,618	11,905	94.35%	-
Printing and Binding	2,500	1,641	65.64%	222
Legal Advertising	600	528	88.00%	-
Miscellaneous Services	2,100	1,852	88.19%	59
Misc-Assessment Collection Cost	2,000	2,019	100.95%	-
Office Supplies	250	90	36.00%	-
Annual District Filing Fee	175	175	100.00%	-
<b>Total Administration</b>	<b>157,817</b>	<b>149,862</b>	<b>94.96%</b>	<b>10,209</b>

**Field**

ProfServ-Field Management	85,000	58,750	69.12%	7,083
Contracts-Lake and Wetland	25,140	19,169	76.25%	2,158
Contracts-Fountain	13,356	7,965	59.64%	600
Communication - Teleph - Field	7,600	3,413	44.91%	457
Electricity - Streetlights	63,000	52,658	83.58%	6,829
Utility - Water & Sewer	69,000	50,007	72.47%	7,576



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

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JUN-21 ACTUAL
Streetlights Gated	70,000	45,709	65.30%	5,699
Streetlights Non-Gated	112,000	74,183	66.23%	9,242
R&M-Common Area	10,000	3,751	37.51%	570
R&M-Fountain	8,400	2,292	27.29%	-
Misc-Contingency	30,000	5,711	19.04%	1,225
Holiday Lighting & Decorations	17,500	17,500	100.00%	-
<b>Total Field</b>	<b>510,996</b>	<b>341,108</b>	<b>66.75%</b>	<b>41,439</b>
<b><u>Landscape Services</u></b>				
Contracts-Landscape	354,723	266,042	75.00%	29,560
Contracts-Landscape Consultant	2,000	800	40.00%	-
Contracts-Mulch	30,000	29,670	98.90%	-
Contracts-Annals	23,809	18,354	77.09%	5,455
Lease - Building	7,440	5,580	75.00%	620
R&M-Irrigation	28,000	4,288	15.31%	4,288
R&M-Trees and Trimming	9,600	71,250	742.19%	-
R&M-Plant&Tree Replacement	35,000	42,758	122.17%	33,120
<b>Total Landscape Services</b>	<b>490,572</b>	<b>438,742</b>	<b>89.43%</b>	<b>73,043</b>
<b><u>Reserves</u></b>				
Reserve	119,000	-	0.00%	-
<b>Total Reserves</b>	<b>119,000</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>
<b>TOTAL EXPENDITURES &amp; RESERVES</b>	<b>1,278,385</b>	<b>929,712</b>	<b>72.73%</b>	<b>124,691</b>
Excess (deficiency) of revenues				
Over (under) expenditures	(74,046)	194,953		(89,394)
<b><u>OTHER FINANCING SOURCES (USES)</u></b>				
Contribution to (Use of) Fund Balance	(74,046)	-	0.00%	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>(74,046)</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>
Net change in fund balance	\$ (74,046)	\$ 194,953		\$ (89,394)
<b>FUND BALANCE, BEGINNING (OCT 1, 2020)</b>	<b>2,142,362</b>	<b>2,142,362</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ 2,068,316</b>	<b>\$ 2,337,315</b>		



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

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JUN-21 ACTUAL
<b>REVENUES</b>				
Interest - Investments	\$ 2,000	\$ 13	0.65%	\$ 1
Interest - Tax Collector	1,250	102	8.16%	20
Special Assmnts- Tax Collector	743,127	727,192	97.86%	18,481
Special Assmnts- Prepayment	-	755	0.00%	-
Special Assmnts- Discounts	(29,725)	(27,684)	93.13%	(1)
<b>TOTAL REVENUES</b>	<b>716,652</b>	<b>700,378</b>	<b>97.73%</b>	<b>18,501</b>
<b>EXPENDITURES</b>				
<b>Administration</b>				
Misc-Assessment Collection Cost	14,863	1,262	8.49%	-
<b>Total Administration</b>	<b>14,863</b>	<b>1,262</b>	<b>8.49%</b>	<b>-</b>
<b>Debt Service</b>				
Principal Debt Retirement A-1	198,000	198,000	100.00%	-
Principal Debt Retirement A-2	271,000	271,000	100.00%	-
Interest Expense Series A-1	87,916	87,916	100.00%	-
Interest Expense Series A-2	147,830	147,830	100.00%	-
<b>Total Debt Service</b>	<b>704,746</b>	<b>704,746</b>	<b>100.00%</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>719,609</b>	<b>706,008</b>	<b>98.11%</b>	<b>-</b>
Excess (deficiency) of revenues Over (under) expenditures	(2,957)	(5,630)	190.40%	18,501
<b>OTHER FINANCING SOURCES (USES)</b>				
Contribution to (Use of) Fund Balance	(2,957)	-	0.00%	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>(2,957)</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>
Net change in fund balance	\$ (2,957)	\$ (5,630)	190.40%	\$ 18,501
<b>FUND BALANCE, BEGINNING (OCT 1, 2020)</b>	<b>288,103</b>	<b>288,103</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ 285,146</b>	<b>\$ 282,473</b>		



**Notes to the Financial Statements**  
**June 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).
- **Prepaid Items** - Christmas lights deposit.
- **Due from Other Funds** - Amount due from General Fund to Debt Service for assessment collections.
- **Deposits** - Duke Energy and OCU utility deposits.

► **Liabilities**

- **Accounts Payable** - Invoices for current month but not paid in current month.
- **Accrued Expenses** - Lake & Fountain maintenance, Annuals, Irrigation repairs & Plant replacement and disposal.
- **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**    **\$    1,563,885**



Revenue & Expenses - All Funds  
June 30, 2021

Financial Overview / Highlights

Revenues

Total General Fund Non-Ad Valorem assessments are 98% collected.

Total General Fund expenditures and reserves are at 73% below the prorated 75% 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 for overpayment (Nov '20).

Variance Analysis

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
<b>Expenditures</b>				
<u><b>Administrative</b></u>				
ProfServ - Arbitrage Rebate	\$ 1,200	\$ 1,800	150%	Arbitrage fees paid in full.
ProfServ-Engineering	\$ 25,000	\$ 39,437	158%	SSMC Drawing of Aerial Background, Champlain security fence, Encore Apartments project fees, Stormwater master plan, Side walk & Monument entrance issues.
ProfServ-Legal Services	\$ 20,000	\$ 18,483	92%	Agreement drafts, meeting attendance and follow up work for CDD.
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	\$ 1,852	88%	Bank fees & Inframark fees for Go Daddy.com email & renewals.
Annual District Filing Fee	\$ 175	\$ 175	100%	Annual fee paid in full.
<u><b>Field</b></u>				
Contracts-Lake and Wetland	\$ 25,140	\$ 19,169	76%	Price increase from \$2,095 to \$2,158 per month.
Contracts-Fountain	\$ 13,356	\$ 7,965	60%	Solitude Lake canceled their contract with the district.
Holiday Lighting & Decorations	\$ 17,500	\$ 17,500	100%	Decorations paid in full.
<u><b>Landscape Services</b></u>				
Contracts-Landscape Consultant	\$ 2,000	\$ 800	40%	Not a monthly contract.
Contracts-Mulch	\$ 30,000	\$ 29,670	99%	Mulch services were completed in January.
R&M-Trees and Trimming	\$ 9,600	\$ 71,250	742%	Tree removal higher than budgeted amount.
R&M-Plant&Tree Replacement	\$ 35,000	\$ 42,758	122%	Plant & Tree replacement higher than budgeted amount.

2017 Debt Service Fund

- **Interest Expense** - Interest payments on Series A-1 & 2 paid in Full.
- **Principal Payment** - Principal payments on Series A-1 & 2 paid in full.



VISTA LAKES  
Community Development District

**Supporting Schedules**

*June 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	
05/17/21	26,576	310	-	26,885	17,684	9,201	
06/14/21	53,363	4	-	53,368	34,887	18,481	
TOTAL	\$ 1,809,404	\$ 71,198	\$ 3,281	\$ 1,883,883	\$ 1,156,691	\$ 727,192	
% COLLECTED				98%	98%	98%	
TOTAL OUTSTANDING				\$ 48,139	\$ 32,204	\$ 15,935	



Cash and Investment Report  
June 30, 2021

ACCOUNT NAME	BANK NAME	MATURITY	YIELD	BALANCE
<b>GENERAL FUND</b>				
Checking Account - Operating	Bank United	N/A	0.00%	\$ 191,162
Money Market Account	BankUnited	N/A	0.25%	\$ 2,324,354
Subtotal General Fund				<b>\$ 2,515,516</b>
<b>DEBT SERVICE FUND</b>				
<b>Series 2017 A-2 Prepayment</b>				
US Bank Open-Ended Interest Bearing Commercial Paper	US Bank	N/A	0.02%	\$ 755
<b>Series 2017 A-1 Reserve account</b>				
US Bank Open-Ended Interest Bearing Commercial Paper	US Bank	N/A	0.02%	\$ 28,725
<b>Series 2017 A-2 Reserve account</b>				
US Bank Open-Ended Interest Bearing Commercial Paper	US Bank	N/A	0.02%	\$ 63,066
<b>Series 2017 A-1 Revenue account</b>				
US Bank Open-Ended Interest Bearing Commercial Paper	US Bank	N/A	0.02%	\$ 34,632
<b>Series 2017 A-2 Revenue account</b>				
US Bank Open-Ended Interest Bearing Commercial Paper	US Bank	N/A	0.02%	\$ 54,224
Subtotal Debt Service Fund				<b>\$ 181,402</b>
Total				<b>\$ 2,696,918</b>



# Vista Lakes CDD

## Bank Reconciliation

Bank Account No. 5060 Bank United GF  
Statement No. 06-21  
Statement Date 6/30/2021

G/L Balance (LCY)	191,161.55	Statement Balance	191,964.96
G/L Balance	191,161.55	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	191,964.96
Subtotal	191,161.55	Outstanding Checks	803.41
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	191,161.55	Ending Balance	191,161.55
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
6/16/2021	Payment	508	GENTRY PARK HOA	27.31	0.00	27.31
6/30/2021	Payment	DD499	AT&T	456.60	0.00	456.60
6/30/2021	Payment	DD500	BRIGHT HOUSE NETWORKS	134.80	0.00	134.80
Total Outstanding Checks.....				803.41		803.41



**5D**



**RESOLUTION 2021-07**

**A RESOLUTION REMOVING ALAN BALDWIN AS  
TREASURER AND APPOINTING TRUMAINE EASY AS  
TREASURER OF VISTA LAKES COMMUNITY  
DEVELOPMENT DISTRICT**

WHEREAS, the Board of Supervisors of the Vista Lakes Community Development District desire to remove Alan Baldwin as Treasurer and appoint Trumaine Easy as Treasurer;

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

1. Trumaine Easy is appointed Treasurer.

Adopted this 5th day of August, 2021

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Chairman

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Assistant Secretary