VILLASOL
COMMUNITY DEVELOPMENT DISTRICT

AGENDA PACKAGE

Tuesday, March 14, 2023

Remote Participation:
Call in (audio only) (646) 838-1601, 283439223#

INFRAMARK
INFRASTRUCTURE MANAGEMENT SERVICES
313 CAMPUS STREET
CELEBRATION, FLORIDA 34747
(407) 566-1935

VillaSol Community Development District

Board of Supervisors
Herman Perez, Chairman
Mario Cordova, Vice Chairman
Servando Comas, Jr., Assistant Secretary
Michael Edgecombe, Assistant Secretary
Corey Gagnon, Assistant Secretary

Staff
Gabriel Mena, District Manager
Scott Clark, District Counsel
Peter Armans, District Engineer
Freddy Blanco, Field Manager

Meeting Agenda

Tuesday, March 14, 2023, at 1:00 p.m.

1. **Call to Order and Roll Call**
2. **Pledge of Allegiance**
3. **Audience Comments on Agenda Items** *(Limited to 3 Minutes)*
4. **Business Matters**
   - A. Discussion of Campus Suite Agreement
   - B. Towing
     - i. Tad's Towing LLC Towing Agreement
     - ii. Towlando Towing & Recovery, Inc. dba Preston's Towing
5. **District Engineer**
   - A. Engineer's Report
6. **District Counsel**
   - A. Request for Insurance Information and Demand to Preserve Evidence
   - B. Review of Request for Proposals for District Management
     - i. Governmental Management Services
     - ii. DPFG Management and Consulting, LLC
     - iii. PFM Group Consulting, LLC
     - iv. Rizzetta & Company
   - C. Resolution 2022-02, Adopting Amended Rules and Regulations for Streets and Roadways
   - D. Consideration of Traffic Enforcement Services Agreement
   - E. Amended VillaSol Recreational Policies
   - F. Clark & Albaugh, LLP Resignation
7. **District Manager's Report**
   - A. Acceptance of January 10, 2023, Minutes
   - B. Acceptance of Financial Statements of January 2023
   - C. Approval of Check Register of January 2023
8. **Field Operations**
   - A. **Field Report**
     - i. Discussion of Gate Damage
   - B. **Proposals**
     - i. Clubhouse Air Conditioning
     - ii. Guardhouse Air Conditioning
     - iii. Guardhouse Security
     - iv. Gate Service
     - v. Inframark
     - vi. Servusat
     - vii. Benny's Pressure Washing
     - viii. Techni-Pools
9. **Requests & Comments**
10. **Adjournment**

The next meeting is scheduled for May 9, 2023, at 5:00 p.m.

Section 4

Business Matters

Subsection 4A

Campus Suite

AGREEMENT BETWEEN THE VILLASOL COMMUNITY DEVELOPMENT DISTRICT AND INNERSYNC STUDIO, LTD., D/B/A CAMPUS SUITE, FOR WEBSITE AUDITING, REMEDIATION, AND MAINTENANCE SERVICES

THIS AGREEMENT ("**Agreement**") is entered into as of this 11th day of September, 2019 by and between:

VILLASOL COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government, established and existing pursuant to Chapter 190, *Florida Statutes*, with a mailing address of 313 Campus Street, Celebration, Florida 34747 (the "**District**"), and

INNERSYNC STUDIO, LTD., d/b/a CAMPUS SUITE, an Ohio limited liability company, authorized to do business in Florida, with a mailing address of 752 Dunwoodie Drive, Cincinnati, Ohio 45230 ("**Contractor**").

RECITALS

WHEREAS, the District is a local unit of special-purpose government, created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, pursuant to section 189.069, *Florida Statutes*, the District must maintain an official website containing, at minimum, the statutorily required information ("**Website**"); and

WHEREAS, the District has a need to obtain a qualified independent contractor to perform audits of the Website to ensure compliance with the accessibility requirements of Title II of the Americans with Disabilities Act ("**ADA**"), which ADA accessibility requirements and standards may change from time to time, and to remediate or otherwise convert the Website to meet such ADA accessibility requirements, to routinely audit the Website to ensure continued compliance with the ADA and to perform ongoing maintenance of the Website, all as more particularly described herein and in the proposal attached hereto as **Exhibit A** and made a part herein (together, the "**Services**"); and

WHEREAS, Contractor represents and warrants to the District that it is qualified, willing and capable of providing the Services; and

WHEREAS, the District and Contractor desire to enter into this Agreement for the purposes stated herein and the District and Contractor warrant and agree that they have all right, power and authority to enter into and be bound by this Agreement.

NOW, THEREFORE, in consideration of the recitals, agreements and mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the parties, the parties agree as follows:

SECTION 1. RECITALS. The recitals stated above are true and correct and by this reference are incorporated herein and form a material part of this Agreement.

SECTION 2. SCOPE OF WORK. Contractor shall provide Services in accordance with the terms provided in this Agreement and in **Exhibit A**, which Services include:

A. INITIAL WEBSITE REMEDIATION. Contractor shall migrate the District's existing Website or otherwise create a new Website in order to produce a functional, responsive, working Website compliant with federally recommended ADA best practices for state and local governments as promulgated by federal law and rulemaking, including but not limited to Web Content Accessibility Guidelines 2.1 Level AA, as the same may be amended and updated from time to time (as amended and updated from time to time, "**WCAG**"). Specifically, Contractor shall, at a minimum:

i. provide an ADA compliant Website that meets, at minimum, the currently-effective WCAG standards;

ii. convert up to 1,500 pages of PDF documents identified by the District to accessible formats for assistive technologies. If certain PDFs are not able to be fully remediated, Contractor shall work with the District to create a summary of the content in the PDF and provide contact information if anyone needs reasonable accommodations to access the full content within that PDF;

iii. provide a website accessibility policy that includes a commitment to accessibility for persons with disabilities, the District's engagement of Contractor for ADA specific services, in an effort to bring the Website into ADA compliance, accessibility standard used and applied to the Website (which shall be at a minimum WCAG), and contact information of the District Manager or their designee (email and phone number) for users encountering any problems;

iv. provide options to create a District-branded design (colors, logo, etc.);

v. provide Contractor's ADA compliance shield, seal or certification for display on the Website ("**Compliance Shield**");

vi. cross-check ADA compliance for accessibility and compatibility of the Website with various technology mediums, including but not limited to mobile phones, smart phones, tablets, laptop computers, desktop computers, and provide "mobile friendly" or "mobile versions" of the Website accessible via various web browsers including but not limited to Internet Explorer, Edge, Mozilla, Safari, and Chrome;

vii. eliminate and prevent any commercial advertising on the Website;

viii. eliminate and prevent exposure to any known spyware, virus or malware affecting functionality or accessibility of the Website;

ix. secure "https" certification and provide secure "cloud" hosting with fail-over back-up measures to ensure continued functionality and accessibility of the Website;

x. provide data back-up and records retention measures as required by Florida law;

xi. provide and/or allow display of a calendar, reservation request form, and

newsletter, as applicable or necessary to the District;

xii. provide a "dashboard" accessible to the District Manager or his or her designee which allows the District to upload and remove content, manage documents to be remediated by Contractor, and review ADA compliance reports generated by Contractor. However, Contractor shall ensure that the District does not have the ability to alter any other aspect of the Website which may negatively impact the functionality or accessibility of the Website;

xiii. provide any and all other effort reasonably necessary to allow the District to receive the maximum benefit of the Services contemplated by this Agreement and **Exhibit A**, recognizing the District is relying on Contractor's expertise for Website design/best practices in accordance with the ADA requirements including but not limited to WCAG standards.

B. MAINTENANCE. Starting October 1, 2019, Contractor shall provide on-going maintenance of the Website, to ensure continued compliance with WCAG. Specifically, Contractor shall:

i. remediate new documents, up to seven hundred fifty (750) pages per year, identified by the District to accessible formats for assistive technologies. For any agenda packages, Contractor shall turn around the remediated version within two (2) business days. Any updates or fixes to the agendas requiring remediation shall be remediated within 48 hours of the District Manager's submission for such request;

ii. remediate documents in Section 2(B)(i) above to accessible formats for assistive technologies. If certain documents are not able to be fully remediated, Contractor shall work with the District to create a summary of the content in such document and provide contact information if anyone needs reasonable accommodations to access the full content within that document. For any agenda packages, including any updates thereto, Contractor shall turn around the remediated version within two (2) business days of the District Manager's submission for such request;

iii. manage and maintain the Website;

iv. provide assistive technical support via telephone and/or email, as reasonably needed, within regular business hours between 9 a.m. and 6 p.m., Monday through Friday, exclusive of federal holidays, which shall include but not be limited to assistance in converting newly added documents and upgrading to new ADA recommended standards, if any, and regularly corresponding with the District staff on such items as updates, changes and recommendations;

v. store and retain all District content, including files, texts, parameters, documents, and other types of data by backing up the same in a separate storage system and regularly backing up new content as they are submitted and uploaded to the Website;

vi. ensure that the Website is "live" and "on-line" at all times, unless a scheduled maintenance or upgrades are required; for any scheduled maintenance or upgrades which would affect the functionality or accessibility of the Website for a prolonged time, Contractor shall provide reasonable advance notice to the District in writing, and post a disclaimer message on the Website during such maintenance or upgrade;

vii. perform monthly comprehensive technological, and human as needed, audits to ensure Website's compliance with WCAG standards or better and any applicable laws, rules and regulations applicable to the Website. After each audit, Contractor shall remediate any deficiencies identified during such audit and provide a written report to the District summarizing the audit and remediations made, if any;

viii. in the event that certain documents are not able to be fully remediated and accessible in accordance with ADA compliance standards, Contractor shall immediately notify the District of such documents and shall provide contact information for anyone who needs reasonable accommodation to access all or any portion of such content;

ix. continue to provide and update, as needed, those Services identified in Section 2(A)(iii), (v), (viii), (x), and (xii); and

x. provide any and all other effort reasonably necessary to allow the District to receive the maximum benefit of the Services contemplated by this Agreement and **Exhibit A**, recognizing the District is relying on Contractor's expertise for Website design/best practices in accordance with the ADA requirements including but not limited to WCAG standards.

C. ADDITIONAL SERVICES. In the event that the District desires additional work or services, Contractor agrees to negotiate in good faith to undertake such additional work or services. Upon successful negotiation regarding the terms of the additional work, including scope and compensation, the parties shall agree in writing to a work order, addendum, addenda, or change order to this Agreement prior to commencement of any such additional work. The following is a non-exhaustive list of possible additional services that the District may request of Contractor:

i. providing a point of contact to respond to requests for Website accommodation;

ii. converting documents for a public records requests received by the District;

iii. providing any other ADA recommended compliance services requested by the District that Contractor is capable of performing.

SECTION 3. COMPENSATION. As compensation for the Services, the District agrees to pay Contractor in accordance with the following terms:

A. INITIAL WEBSITE REMEDIATION. For performance of the Services as provided in Section 2(A) of this Agreement, the District shall pay Contractor a one-time fee of Two Thousand

Seventy-Five Dollars ($2,075.00) plus Ninety-Eight Cents ($0.98) per page remediated in excess of the 1,500 provide for pursuant to Section 2(A)(ii). The District shall pay Contractor fifty-percent (50%) of the fee upon execution of this Agreement by the Parties. District shall pay Contractor the remaining fifty-percent (50%) upon substantial completion of the Services provided in Section 2(A).

B. MAINTENANCE. For performance of the Services provided in Section 2(B) of this Agreement, starting October 1, 2019, the District shall pay Contractor One Thousand Five Hundred Fifty-Two Dollars and 56/100 Cents ($1,552.50), payable in three (3) equal quarterly installments of Three Hundred Eighty-Eight Dollars and 13/100 Cents ($388.13) plus a fourth quarterly installment of Three Hundred Eighty-Eight Dollars and 11/100 Cents ($388.11). Parties understand and acknowledge that this includes (i) the annual fee for the domain name for the District's Website, which Contractor shall pay, at its sole expense, on behalf of the District; and (ii) document remediation pursuant to Section 2(B)(iii) of up to seven-hundred fifty (750) pages per year ("**Annual Max Pages**").

C. ADDITIONAL CONVERSIONS. For remediating and converting any documents in excess of the Annual Max Pages included in the maintenance price, Contractor shall provide such services for an amount not to exceed Ninety-Eight Cents ($0.98) per page remediated. Contractor shall perform remediation and conversion of additional documents only upon receipt of written authorization of the District approving the same.

D. INVOICES; PAYMENT. Contractor shall maintain records conforming to usual accounting practices. Further, Contractor shall render each invoice to the District in writing, which shall be delivered promptly upon completion of each Service. Each invoice shall contain, at a minimum, the District's name, Contractor's name, the invoice date, an invoice number, an itemized listing of all costs billed on each invoice with a sufficient description of each allowing the District to approve each cost, the time frame within which the Services were provided, and the address or bank information to which payment is to be remitted. Consistent with Florida's Prompt Payment Act, section 218.70, *et al.*, *Florida Statutes*, the invoices shall be due and payable within forty-five (45) days of receipt by the District.

SECTION 4. TERM AND TERMINATION.

A. TERM. This Agreement shall become effective upon the date and year first written above and shall be in effect until terminated by either party in accordance with the terms of this Agreement.

B. TERMINATION. The District agrees that Contractor may terminate this Agreement for cause by providing sixty (60) days' written notice of termination to the District; provided, however, that the District shall be provided a reasonable opportunity to cure any failure under this Agreement. Contractor agrees that the District may terminate this Agreement immediately for cause by providing written notice of termination to Contractor. Contractor agrees that the District may terminate this Agreement without cause; provided that the District shall provide thirty (30) days' written notice of termination without cause. Upon any termination of this Agreement, Contractor shall (i) be entitled to payment for all Services rendered up until the effective termination of this Agreement, subject to whatever claims or offsets the District may have against Contractor as the sole means of recovery for termination; (ii) be permitted to remove the

Compliance Shield from the Website as of the effective date of the termination; (iii) provide the District, or its designee, all domain names, authorizations, usernames, passwords, and content (including remediated content) in the format in which it was stored on the service; and (iv) if the Contractor used proprietary and/or licensed software to provide the Services herein to the District, then Contractor shall coordinate with the District as to the terminated use of such software, including any migration of the Website that may be required pursuant to such termination.

SECTION 5. REPRESENTATIONS, WARRANTIES AND COVENANTS. Contractor represents, warrants, and covenants that (a) the Services will conform to the requirements provided in Section 2 herein and Exhibit A; (b) the Services shall be performed by qualified personnel in a professional, prompt, diligent, good, safe and workmanlike manner in accordance with all laws, industry standards, and all applicable ADA and other website accessibility compliance standards, including but not limited to WCAG 2.1 Level AA and other federally recommended guidelines, as may be amended from time to time; and (c) neither the Services nor any product provided by Contractor shall infringe, misappropriate, or otherwise violate the intellectual property rights of any third-party. To the extent that any defects are found and reported to the Contractor, the Contractor shall correct such defects within thirty (30) days.

SECTION 6. INTELLECTUAL PROPERTY.

A. CONTRACTOR MATERIALS. Except as provided herein, Contractor shall retain all right, title, and interest in and to (i) all patents, trademarks, service marks, copyrights, and other intellectual property or proprietary rights of Contractor used in or otherwise associated with the Services, and other materials provided to the District hereunder; and (ii) all trade secrets, technical specifications and data to the extent they are intellectual property, and inventions which are authored, conceived, devised, developed, reduced to practice, or otherwise performed by Contractor which arise out of Contractor's performance of the Services, none of which shall be deemed a "work made for hire" under the Copyright Act of 1976 (collectively, "**Contractor Materials**"), and nothing contained herein shall be construed to restrict, impair, transfer, license, convey, or otherwise alter or deprive Contractor of any of its intellectual property and proprietary interests associated therewith. Subject to the foregoing, Contractor grants to the District a non-exclusive, non-transferable worldwide perpetual limited right and license to access and use the Contractor Materials in connection with the ordinary and intended use by the District as contemplated in this Agreement, including viewing, downloading and printing the Contractor Materials for the District's use, and without in any case removing Contractor's copyright, trademark or other intellectual property ownership notices.

B. THE DISTRICT MATERIALS; PUBLICITY AND TRADEMARKS. The District shall own the Website, domain name, all e-mail addresses, and all website and e-mail content (including all remediated content provided by the Contractor), under all circumstances. In the event of a termination of this Agreement for any reason, Contractor shall take all necessary steps to transfer, or otherwise allow the District to retain, such website, domain name, e-mail addresses and content of the same. Additionally, to the extent applicable, Contractor shall take commercially reasonable precautions consistent with industry standards to protect confidential information, including, e.g., credit card information and other sensitive information protected under Florida's Public Records Laws. Contractor shall immediately notify the District of any breach or loss of data, and take such steps as are reasonably necessary to address any such issue. Except as provided herein, the District shall retain all right, title, and interest in and to all intellectual property of the District provided or

made available to the Contractor in connection with Contractor's Services (collectively, "**District Materials**") and nothing contained herein shall be construed to restrict, impair, transfer, license, convey, or otherwise alter or deprive the District of any of its intellectual property or other proprietary interests associated therewith, if any. Subject to the foregoing, the District grants to Contractor a non-exclusive, non-transferable worldwide limited right and license to access and use such District Materials in connection with the provision of the Services as contemplated by this Agreement. Further, the District permits Contractor to identify the District as a customer of Contractor in Contractor's marketing materials (including using the District's name and logo for such limited purposes).

The District further acknowledges and agrees that for Contractor to perform the Services, it must, in some cases, give Contractor remote access to areas behind log-ins that are to be audited hereunder, including, without limitation to content management systems and/or servers (collectively, "**System**"), and agrees that it will furnish to Contractor all necessary information and/or user names and passwords required to do so. Contractor agrees to follow commercially reasonable and accepted security policies for accessing the District's System including any specific security procedures as may be communicated to Contractor by the District prior to Contractor accessing the System. Contractor shall on its own or through coordination with the District's Website provider, create a back-up copy of all data that may be affected by Contractor's access to the System.

C. RIGHT TO DISPLAY CONTRACTOR'S COMPLIANCE SHIELD / ACCESSIBILITY POLICY. Pursuant to this Agreement, the Contractor shall provide District a Compliance Shield and customized accessibility policy, which District shall display on its Websites and web applications. The District is expressly prohibited from using the Compliance Shield for any purpose not specifically authorized by this Agreement, and in no event may use such Compliance Shield for or on behalf of any other party or in connection with any domain name and/or organization name other than those being scanned or serviced in connection with the Services.

SECTION 7. PUBLIC RECORDS. Contractor understands and agrees that all documents or on-line content of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to section 119.0701, *Florida Statutes*. Contractor acknowledges that the designated public records custodian for the District is Sandra Demarco ("**Public Records Custodian**"). Among other requirements and to the extent applicable by law, Contractor shall 1) keep and maintain public records required by the District to perform the Work; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Contractor's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by Contractor, Contractor shall destroy any duplicate public records that

are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, *FLORIDA STATUTES*, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (954) 603-0033, SANDRA.DEMARCO@INFRAMARK.COM, OR 313 CAMPUS STREET, CELEBRATION, FLORIDA 34747.

SECTION 8. INDEMNITY.

A. Contractor agrees to indemnify and hold harmless the District and its officers, supervisors, staff, employees, successors, assigns, members, affiliates, attorneys or representatives from any and all liability, claims, actions, suits, liens, demands, costs, interest, expenses, damages, penalties, fines, or judgments against the District, or loss or damage, whether monetary or otherwise, including but not limited to an ADA website related claim by a third-party, arising out of, wholly or in part by, Contractor's willfully reckless or willfully negligent act(s) or omission(s). Contractor further agrees that nothing herein shall constitute or be construed as a waiver of the District's limitations on liability contained in section 768.28, *Florida Statutes*, or other statute.

B. Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorneys' fees, paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings), any interest, expenses, damages, penalties, fines, or judgments against the District, all as actually incurred.

SECTION 9. SCRUTINIZED COMPANIES STATEMENT. Contractor certifies that it is not in violation of section 287.135, *Florida Statutes*, and is not prohibited from doing business with the District under Florida law, including but not limited to Scrutinized Companies with Activities in Sudan List or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List. If Contractor is found to have submitted a false statement, has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria, or is now or in the future on the Scrutinized Companies that Boycott Israel List, or engaged in a boycott of Israel, the District may immediately terminate the Contract.

SECTION 10. GENERAL PROVISIONS.

A. CONFLICTS. The terms of this Agreement and **Exhibit A** are intended to complement each other, and to the extent they conflict, the terms of **Exhibit A** shall control only to the extent that such provisions provide clarifications on Services and materials to be provided by Contractor pursuant to **Exhibit A**; in all other respects, the provisions of this Agreement shall control.

B. AUTHORIZATION. The execution of this Agreement has been duly authorized by the appropriate body or official of the District and Contractor, both the District and Contractor have complied with all the requirements of law, and both the District and Contractor have full power and authority to comply with the terms and provisions of this Agreement.

C. INDEPENDENT CONTRACTOR. It is understood and agreed that at all times the relationship of Contractor and its employees, agents, or anyone directly or indirectly employed by Contractor to the District is the relationship of an independent contractor and not that of an employee, agent, joint-venturer, or partner of the District. Nothing in this Agreement shall be interpreted or construed as creating or establishing the relationship of employer and employee between the District and Contractor or any of its employees, agents, or anyone directly or indirectly employed by Contractor. The parties acknowledge that Contractor is not an employee for state or federal tax purposes. Contractor shall hire and pay all of Contractor's employees, agents, or anyone directly or indirectly employed by Contractor, all of whom shall be employees of Contractor and not employees of the District and at all times entirely under Contractor's supervision, direction, and control.

In particular, the District will not: i) withhold FICA (Social Security) from Contractor's payments; ii) make state or federal unemployment insurance contributions on Contractor's behalf; iii) withhold state or federal income tax from payment to Contractor; iv) make disability insurance contributions on behalf of Contractor; or v) obtain workers' compensation insurance on behalf of Contractor.

D. DISPUTE RESOLUTION. Before initiating any legal claim or action (except with respect to equitable relief), the parties agree to attempt in good faith to settle any dispute, controversy, or claim arising out of or related to this Agreement or the Services (collectively, "**Dispute**") through discussions which shall be initiated upon written notice of a Dispute by either party to the other. If the parties cannot resolve the Dispute within ten (10) business days, then the parties shall attempt to settle the Dispute by mediation. If mediation is unsuccessful, the parties may then proceed to filing a claim in the appropriate jurisdictional court in accordance with this Agreement. In the event that either party is required to enforce this Agreement by court proceedings or otherwise, then the parties agree that the substantially prevailing party shall be entitled to recover from the other all fees and costs incurred, including reasonable attorneys' fees, paralegal fees, expert witness fees, and costs for trial, alternative dispute resolution, or appellate proceedings.

E. APPLICABLE LAW AND VENUE. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida without reference to the principles of conflict of laws. Except for actions seeking injunctive relief (which may be brought in any appropriate jurisdiction), suits under this agreement shall only be brought in a court of competent jurisdiction in the county of Osceola, Florida. This choice of venue is intended by the parties to be mandatory and not permissive in nature, and to preclude the possibility of litigation between the parties with respect to, or arising out of, this Agreement in any jurisdiction other than that specified in this section. The District and Contractor waive any right they may have to assert the doctrine of *forum non conveniens* or similar doctrine, or to object to venue with respect to any proceeding brought in accordance with this Section.

F. LIMITATIONS ON GOVERNMENTAL LIABILITY. Nothing in this Agreement shall be deemed as a waiver of immunity or limits of liability of the District beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in section 768.28, *Florida Statutes*, or other statute, and nothing in this Agreement shall inure to the benefit of any third-party for the purpose of allowing any claim which would otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.

G. THIRD-PARTY BENEFICIARIES. This Agreement is solely for the benefit of the District and Contractor and no right or cause of action shall accrue upon or by reason to or for the benefit of any third-party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the District and Contractor any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the District and Contractor and their respective representatives, successors, and assigns.

H. DEFAULT AND PROTECTION AGAINST THIRD-PARTY INTERFERENCE. A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of actual damages and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third-party. Nothing contained in this Agreement shall limit or impair the District's right to protect its rights from interference by a third-party to this Agreement.

I. NOTICES. All notices, requests, consents, and other communications under this Agreement ("**Notice**" or "**Notices**") shall be in writing and shall be delivered, mailed by Overnight Delivery or First Class Mail, postage prepaid, to the parties, as follows:

If to Contractor: Innersync Studio, Ltd.,
d/b/a Campus Suite
752 Dunwoodie Drive
Cincinnati, Ohio 45230
Attn: Steven Williams

If to District: Villasol Community Development District
313 Campus Street
Celebration, Florida 34747
Attn: District Manager

With a copy to: Clark & Albaugh, LLP
700 West Morse Boulevard, Suite 101
Winter Park, Florida 32789
Attn: Scott D. Clark, Esq.

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the

Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for Contractor may deliver Notice on behalf of the District and Contractor. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days' written notice to the parties and addressees set forth herein.

J. ENTIRE AGREEMENT. This Agreement, together with **Exhibit A**, sets forth the entire agreement of the parties, and supersedes any prior agreements or statements with respect to the subject matter hereof.

K. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

L. ASSIGNMENT. Neither the District nor Contractor may assign this Agreement without the prior written consent of the other. Any purported assignment without such consent shall be null and void.

M. AMENDMENTS. This Agreement may be amended or modified only by a written instrument duly executed by both parties.

N. FORCE MAJEURE. If either party is prevented from performing any of its obligations under this Agreement due to any cause beyond the party's reasonable control, including, without limitations, an "act of God," fire, flood, war, strike, government regulation, civil or military authority, acts or omissions of transmitters, utilities, providers or hackers, the time for that party's performance will be extended for the period of the delay or inability to perform due to such occurrence.

O. SURVIVAL. In addition to such other provisions hereof which, by their terms, survive any termination or expiration of this Agreement, Section 5 (Representations, Warranties and Covenants), Section 6 (Intellectual Property), Section 7 (Public Records), Section 8 (Indemnity), and Section 10 (General Provisions) shall survive any termination or expiration of this Agreement.

P. WAIVER. No breach of any term of this Agreement shall be deemed waived unless expressly waived in writing by the party who might assert such breach. Any failure or delay by either party to exercise any right, power, or privilege under this Agreement shall not be deemed a waiver of any such right, power, or privilege under this Agreement on that or any subsequent occasion. Any waiver by either party, whether express or implied, of any provision of this Agreement, any waiver of default, or any course of dealing hereunder, shall not affect such party's right to thereafter enforce such provision or to exercise any right or remedy in the event of any other default or breach, whether or not similar.

Q. COUNTERPARTS. This instrument may be executed in any number of counterparts, each of which, when executed and delivered, shall constitute an original, and such counterparts together shall constitute one and the same instrument. Signature and acknowledgement pages, if any, may be detached from the counterparts and attached to a single copy of this document to physically form one document.

R. ARM'S LENGTH TRANSACTION. This Agreement has been negotiated fully between the parties as an arm's length transaction. Both parties participated fully in the preparation of this Agreement and received the advice of counsel. In case of a Dispute concerning the interpretation of any provision of this Agreement, both parties are deemed to have drafted, chosen, and selected the language, and the doubtful language will not be interpreted or construed against either party.

S. DESCRIPTIVE HEADINGS. The descriptive headings in this Agreement are for convenience only and shall not control nor affect the meaning or construction of any of the provisions of this Agreement.

[*SIGNATURES ON NEXT PAGE*]

IN WITNESS WHEREOF, the parties have, by their duly authorized representatives, executed this Agreement as of the date and year first set forth above.

ATTEST:

Secretary

VILLASOL COMMUNITY DEVELOPMENT DISTRICT

Chairperson, Board of Supervisors

WITNESS:

Print Name: Ted Saul

INNERSYNC STUDIO, LTD., D/B/A CAMPUS SUITE, an Ohio limited liability company

By: Steven Williams, VP of Marketing(Title)

Exhibit A: Proposal for Services

Exhibit A

Proposal for Service
Pricing and Statement of Work

Pricing

Effective date: 2019-06-21

Implementation	Quantity	Subtotal
On-boarding of ADA Compliant Website and Remediation of Historical Documents • Migration website pages and present on a staged website for approval • Initial PDF Accessibility Compliance Service for 1500 pages of remediation	1	$2,075.00

Annual ongoing services	Quantity	Subtotal
Website services • Hosting, support and training for users • Website management tools to make updates • Secure certification (https) • Monthly accessibility site reporting, monitoring and error corrections	1	615.00
Ongoing PDF Accessibility Compliance Service • Remediation of all PDFs stored on your website • Remediation of up to 750 PDF pages • Dashboard for reporting and managing all PDFs • 48-hour turnaround for fixes for board agendas • PDF manager dashboard	750*	$937.50
Social Media Manager		Included

**Maximum PDF pages per 12 month period*

Total: $3,627.50

Accessibility Compliance
with Campus Suite

Statement of work

1. **On-boarding of ADA Compliant Website and Remediation of Historical Documents.** Contractor will deliver a functional, responsive, working ADA compliant website that can display content submitted to the Contractor by the District. At a minimum, the website and the documents on the website will:
    1. Comply with the guidelines provided by Web Content Accessibility Guidelines 2.1, as amended and/or replaced by new releases from time to time ("WCAG");
    2. Contain a website accessibility policy that includes: a commitment to accessibility for persons with disabilities, the accessibility standard used and applied to the website (at a minimum WCAG), and contact information of the District Manager or their designee (email and phone number) in case users encounter any problems;
    3. Display an ADA compliance shield, seal, or certification;
    4. Provide options to create a CDD-branded design (colors, logo, etc...)
    5. Be accessible on modern versions of Internet Explorer, Edge, Mozilla, Safari, and Chrome web browsers and be "mobile friendly" and offer a "mobile version" of the sites content for access from tablets or smart phones.
    6. Be free of any commercial advertising;
    7. Be free of any known spyware, virus, or malware;
    8. Secure certification (https)
    9. Secure cloud hosting with fail-overs
    10. Allow for data backups, and record retention as required by law;
    11. Allow for the display a calendar, reservation request form, and newsletter;
    12. Creation of a dashboard for the District to upload and remove content, manage all documents, manage document remediation, and review reports generated by the Contractor; and
    13. Remediate 1500 pages identified by the District for the new website in an ADA compliant format.*
2. **Domain Fee.** The Contractor shall pay the annual fee for the domain name of the District's website.
3. **Maintenance and Management of the Website.**
    1. Contractor will manage and maintain the website;
    2. Remediate new documents (a not to exceed 750 pages per year) provided by the District Manager in an ADA compliant format;*
        1. For Agenda Packages, the Contractor shall turn around the documents within 2 business days
    3. District shall be responsible for uploading the ADA compliant documents onto the website. Contractor shall ensure that the District only has the ability to upload or remove documents on the website and cannot alter any other aspect of the website;
    4. Contractor will store all District data, including files, text and parameters; data will be backed-up on a separate storage system at regular intervals; and
    5. The ADA compliant website will be on-line at all times unless maintenance or upgrades require it to be unavailable. When maintenance or upgrades require the website to be unavailable, Contractor will

provide the District with reasonable advance notice in writing.

4. **Monthly Auditing and Remediation Services.**
    1. Every month Contractor will comprehensively audit the website's compliance with (1) WCAG and (2) any applicable laws, rules, and regulations (including, the Department of Justice);
    2. After the audit, Contractor will remediate any web accessibility deficiencies of the website or content on the website; and
    3. The Contractor will provide a written report to the District that summarizes the audit and any remediations made.
5. **Support Services.**

    Contractor will supply telephone and/or email support to the District on a reasonable and necessary basis to within business hours – Monday to Friday 9 am to 6 pm EST, exclusive of holidays. The Contractor will provide a listing of detailed hours, holidays, and service availability on their website, and reserves the right to modify the times technical support is available.

*If certain PDFs are not able to be fully remediated, Contractor shall work with the District to create a summary of the content in the PDF and provide contact information if anyone needs reasonable accommodations to access the full content within that PDF.

Subsection 4B

Towing

Subsection 4Bi

Tad's Towing

CONTRACTOR AGREEMENT

TOWING SERVICES FOR ILLEGALLY PARKED VEHICLES

THIS AGREEMENT made this 7 day of September, 2021, by and between Tad's Towing, LLC, (hereinafter called the Contractor) and VillaSol Community Development District (hereinafter called the Owner).

WITNESSETH, that the Contractor and the Owner for the consideration named agree as follows:

ARTICLE 1. SCOPE OF SERVICES: The Contractor will provide towing services for Owner which will comprise of the towing of illegally parked vehicles within the VillaSol Community Development District as subject to the Villasol Community Development District Resolution 2015-06 and Rule 7.0, as amended from time to time.

ARTICLE 2. SERVICE REQUIREMENTS: Contractor will provide services 24 hours per day, 7 days per week, for 365 days per year, regardless of holidays.

ARTICLE 3. TOWING INSTRUCTIONS: Contractor will tow vehicles Contractor's impound yard located at 2530 E. Irlo Bronson Memorial Hwy, Kissimmee FL 34744, only under the direction of authorized VillaSol Community Development District personnel.

ARTICLE 4. RESPONSE TIME: Contractor shall arrive with a towing vehicle at the requested service site(s) designated by Owner's authorized personnel within 30 minutes after the call has been placed. If, in isolated instances, the Contractor does not expect to respond to the call within the 30 minutes, it shall advise Owner's authorized personnel of an estimated response time.

ARTICLE 5. DRIVERS: Contractor shall have in its employ, or under its control, sufficient licensed, qualified and competent personnel to perform the towing services at the levels specified in this contract.

ARTICLE 6. PERFORMANCE: Contractor shall employ only such workers as are skilled in the task to which they are assigned. Owner reserves the right to have Contractor require any employee to be reassigned should Owner deem such employee incompetent, careless, insubordinate, or otherwise objectionable to work under this contract.

ARTICLE 7. BUSINESS OPERATING PERMITS AND CONTRACTS: Contractor must adhere to and follow all laws, rules and regulations of the State of Florida and/or County of Osceola in regard to the operation of its towing business, operation of motor vehicles and employment of personnel. Contractor shall be

responsible for all licenses and insurance requirements to operate a towing business within the State of Florida.

ARTICLE 8. COMPENSATION: Contractor agrees to charge a set fee as established by applicable law, as amended from time to time, to have illegally parked vehicles removed from Owner's property. The fee shall not be increased without Owner's written consent. The legal owner of any towed vehicle, upon proof of ownership, shall be responsible for compensating Contractor to recover his/her vehicle. Owner shall not be responsible for compensating Contractor for vehicles towed from Owner's property.

ARTICLE 9. VEHICLE DAMAGES: Contractor is responsible to the vehicle owner for the reimbursement of any vehicle damage(s) during towing and storage and holds Owner harmless from any liability for such damage(s). Dispute resolution is a matter entirely between Contractor and the vehicle owner(s). Ordinary claim and remedy procedures apply, subject to applicable rule(s), ordinance(s), or law(s).

ARTICLE 10. RIGHT TO TOW: The right to have a vehicle towed that is illegally parked upon Owner's property is authorized by the Villasol Community Development District Resolution 2015-06 and Rule 7.0. Contractor shall familiarize itself with and adhere to the Rule.

ARTICLE 11. TERMINATION OF AGREEMENT: Either party may terminate this agreement upon thirty (30) days' written notice.

IN WITNESS WHEREOF, the parties hereto have signed this Contractor Agreement between VillaSol Community Development District and Tad's Towing, LLC, on the day and year first written above.

VILLASOL COMMUNITY DEVELOPMENT DISTRICT

By: Ramon E. Bermudez
Name: RAMON E. Bermudez
Title: CHAIRMAN

Attest: SERVANDO CANAS
Name: SERVANDO CANAS
Title: VICE CHAIRMAN

TAD'S TOWING, LLC.

By: Ken Waldrop
Name: Ken Waldrop
Title: Supervisor

RESOLUTION 2015-06

A RESOLUTION ADOPTING RULES AND REGULATIONS FOR STREETS AND ROADWAYS WITHIN VILLASOL COMMUNITY DEVELOPMENT DISTRICT; PROHIBITING CERTAIN STREET PARKING; PROVIDING FOR REMEDIES TO CORRECT STREET PARKING; PROVIDING FOR AN EFFECTIVE DATE.

BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE VILLASOL COMMUNITY DEVELOPMENT DISTRICT AS FOLLOWS:

WHEREAS, VillaSol Community Development District is the owner of various boulevards and streets within the boundaries of the Community Development District; and

WHEREAS, the Board of Supervisors of the District (the "**Board**") has the right to adopt reasonable rules and regulations regarding the operation of District Roads located within the District; and

WHEREAS, the Board finds that excessive parking of vehicles on streets and roadways creates a cluttered look, impedes the effective operation of District Roads in accordance with their intended design and presents a safety hazard; and

WHEREAS, the Board desires to adopt rules and regulations dealing with street parking.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the VillaSol Community Development District as follows:

1. **Street Parking**. Parking of vehicles in one of the streets or roads within the District ("Street Parking") is prohibited in areas where there is inadequate room, where such parking is likely to create a public safety hazard, or where the Board of Supervisors otherwise determines that Street Parking shall be prohibited. For purposes of the foregoing, the following shall apply:

a. On any street having a right of way of less than fifty feet (50'), street parking shall be prohibited.

b. Street Parking shall be prohibited along Puerta-del Sol Boulevard.

c. Street Parking shall be prohibited at any location or in any manner where it is not permitted pursuant to Fla. Stat.§§316.1945, 316.195 or 316.1951.

d. Street Parking shall be prohibited in other locations where the Board of Supervisors has, by resolution, determined Street Parking to be unsafe or to hinder the effective operation of the District's Roads. Such areas shall be identified by signage, pavement marking or both.

e. Dual rear wheel vehicles (as defined in Osceola County Code §22-50-2), Commercial Motor Vehicle or Recreational Vehicles shall be prohibited from Street Parking.

f. For purposes of this Resolution, the street shall include all areas, including lawn areas and sidewalks, within the right of way owned by the VillaSol Community Development District. Nothing in this designation shall be deemed to affect the obligation of owners of improved lots to maintain lawn and landscape improvements within the right of way area as required under Section 5.1 of that certain Declaration of Covenants, Conditions and Restrictions recorded in Official Records Book 2124, Page 2046, of the Public Records of Osceola County, Florida or any amendment or supplement thereto.

g. The following definitions shall apply to this Resolution:

i. "Vehicle" be a Motor Vehicle as defined in Fla. Stat. §316.003(21).
ii. "Parking" shall be as defined by Fla. Stat. §316.003(27).
iii. "Commercial Motor Vehicle" shall be as defined by Fla. Stat. §316.003(66).
iv. "Recreational Vehicle" shall be a vehicle described in Fla. Stat. §320.01(1)(b).

2. **Remedies**. The Board shall have the right to cause repeat offenders of vehicles to be towed for repeat violations. A "repeat offender" and "repeat violation" shall be established after the Board has caused a warning notice to be posted on the car one time. A written statement by the Board's agent that such a notice has been delivered shall be sufficient to establish that the notice has been placed. The right to receive a notice hereunder is a courtesy only. For this purpose, the Board shall be authorized to enter into a contract with one or more towing companies in order to provide for offending vehicles to be towed. All expenses associated with such towing and the storage of vehicles shall be the responsibility of the owner of such vehicle.

3. **Rules and Regulations**. The Board shall have the right to adopt rules and regulations which further regulate and discourage street parking or which identify any specific areas described in Section 1(d) above.

4. **Effective Date**. This Resolution shall become effective upon its adoption.

ADOPTED this 1st day of September, 2015.

VILLASOL COMMUNITY DEVELOPMENT DISTRICT

Drew CamolliaChairman

Attest:

Benjamin Casillas, Secretary

Subsection 4Bii

Towlando's Towing

Towlando Towing & Recovery Inc

D.B.A Preston's Towing

2720 13th Street, St. Cloud fl 34769

Phone: (407)558-1455 *Email*: Towlando@gmail.com

Agreement for Towing Services

Please PRINT:

ACTUAL PROPERTY NAME:

_____

PROPERTY ADDRESS: _____

Number Street Name City State Zip

Property Owner/Management Co. or Agent Name:_____

Mailing Address: _____

Number Street Name City State Zip

Telephone#: ( )_____-_____ Facsimile #: ( )_____-_____

Email Address:

_____

(Towlando Towing D.B.A Preston's Towing), hereinafter referred to as "Towing Service", and the above listed company, hereinafter referred to as "Property Representative" hereby enter into the following Agreement for the provision private property / trespass towing and agree as follows:

1. This NON EXPIRING Agreement shall commence on the _____ day of _____, _____ and shall be terminated at any time for ANY reason by either party with 30 days written notice by certified mail. All amendments to this Agreement shall be in writing and signed by both parties.
2. By this Agreement, the Property Representative authorizes the Towing Service to remove any unauthorized vehicle/vessel or other abandoned property, hereinafter referred to as "Trespass Towing" parked on the listed property address, hereinafter referred to as "Premises".
3. Trespass Towing from the Premises shall be authorized only on demand of property owner/duly authorized agent who must authorize EACH tow via **a signed towing invoice or send an email** requesting the trespass tow, documenting the vehicle information and the reason for the trespass tow request. Trespass Towing is authorized 7 (seven) days a week, 24 (twenty four) hours a day.
   Exceptions (if any):_____
4. Any vehicle(s) Trespass Towed from the Premises shall be towed to the Towing Service location listed, which is a **lighted, fenced and secured location (meeting the requirements of the ordinance)**
   Towing Service Impound Address: _____

5. The parties agree that all fees paid by the vehicle's owner or operator for the tow shall comply with provisions of Chapter 713.78 and 715.07 of the Florida Statutes, and in accordance with Establishment of rates.

6. Signs will be posted at every entrance **(___# of entrances)** and are placed in accordance with Orange County Code Sec 35-56 (c) Signage (1) and shall state as follows: "TOW AWAY ZONE, STRICTLY ENFORCED 24 HOURS, 7 DAYS A WEEK. UNAUTHORIZED VEHICLES OR VESSELS WILL BE TOWED AT OWNER'S EXPENSE. TOW COMPANY NAME AND PHONE #,
7. The Property Representative affirms that he/she is the Owner or the Tenant of the Premises or the Agent of the Owner or Tenant and has the authority to enter into this Agreement.
8. Towing Service will provide and install all Trespass Towing Signs. It is the responsibility of the Property Representative, Agent and/or authorized representative(s) to maintain Trespass Towing sign(s) according to the Statutes listed in Section 10 (ten) below to include trimming foliage away from the signage to ensure they are clearly visible at all times. Property Representative and/or authorized representative(s) also agree to notify Towing Service if damage or wear occurs so that the signs may be replaced.
9. The parties to this Agreement shall be governed by and shall comply with the provisions of Florida Statutes 713.78 and 715.07.
10. In undertaking to remove and store vehicles/vessels according to the Florida State Statutes Towing Ordinance listed above in #9, Property Representative agrees to hold said Towing Service harmless from loss or damage or expense from any claim which may arise out of such removal of vehicle or vessel, providing they have exercised reasonable care in accordance with Florida State Statute 715.07.
11. By signing this Agreement, the parties agree that they have read and are in compliance with the Statutes.

S = Sticker A= Automatic Tow N/A if it does not apply

____Illegally Parked **Invalid Tag_____**

_____No Parking Permit **Expired tag _____**

_____No Tag **For Sale sign_____**

_____Fire lane **Double Parked _____**

_____Handicap w/o Placard **Parked on Grass_____**

_____Resident Parked in Guest Parking **Parked on Street_____**

_____Inoperable (wrecked, Burnt, Dismantled, Flat tire) **Blocking Dumpster_____**

_____Commercial vehicles **Front Office parking_____**

Additional Request: _____

_____

_____

_____

_____ _____

(Printed) Property Owner/Agent Name **(Printed) Towing Service Representative Name**

_____ _____

(Signature) Property Owner/Agent Name **(Signature) Towing Service Representative Name**

_____ _____

Section 5

District Engineer

Subsection 5A

Engineer's Report

ENGINEER'S REPORT

Villa Sol Community Development District

MARCH, 2023

SUBMITTED BY
Peter Armans, District Engineer
Dewberry Engineers Inc.
800 N. Magnolia Avenue,
Suite 1000
Orlando, FL 32803

SUBMITTED TO
Villa Sol CDD Board of Supervisors
313 Campus Street,
Celebration, FL 34747

Villa Sol CDD Engineer's Report, March 2023

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2. CCTV Inspections: Zone 2 (Status: Substantially Complete) 3

3. Pavement Condition Assessment (Status: Substantially Complete) 4

4. Pond Bank Inspections (Status: Ongoing) 5

5. Simpson Road (Status: Ongoing) 6

6. CDD Exit Lane Repair (Status: Ongoing) 7

7. 2023 Completed Projects List 8

1. CCTV Inspections: Zone 1 (Status: Substantially Complete)

1.1 Project Description

In the year 2019, Dewberry recommended a pro-active approach for stormwater defects detection and repairs. The CDD directed Dewberry to start a program that includes cost estimating, condition assessment, and pro-active stormwater repairs. The program includes 5 zones. This project includes the condition assessment via CCTV of Zone 1.

Agreement Amount:	$13,867.50 (1-25-2022 Agreement) $5,480.00 (7-6-2022 Agreement) Total: $19,347.50
Final Amount:	Paid to Date $15,893.14

1.2 Project Update

Atlantic Pipe Services completed the CCTV inspections for Zone 1. The videos and CCTV reports for each segment were delivered to Dewberry. Final invoice ($6,853.44) was forwarded to Inframark.

Preliminary results of CCTV (per APS) are noted in the figure below.

1.3 Project Next Steps

Start engineering evaluation and repair recommendations for the inspected storm system.

2. CCTV Inspections: Zone 2 (Status: Substantially Complete)

2.1 Project Description

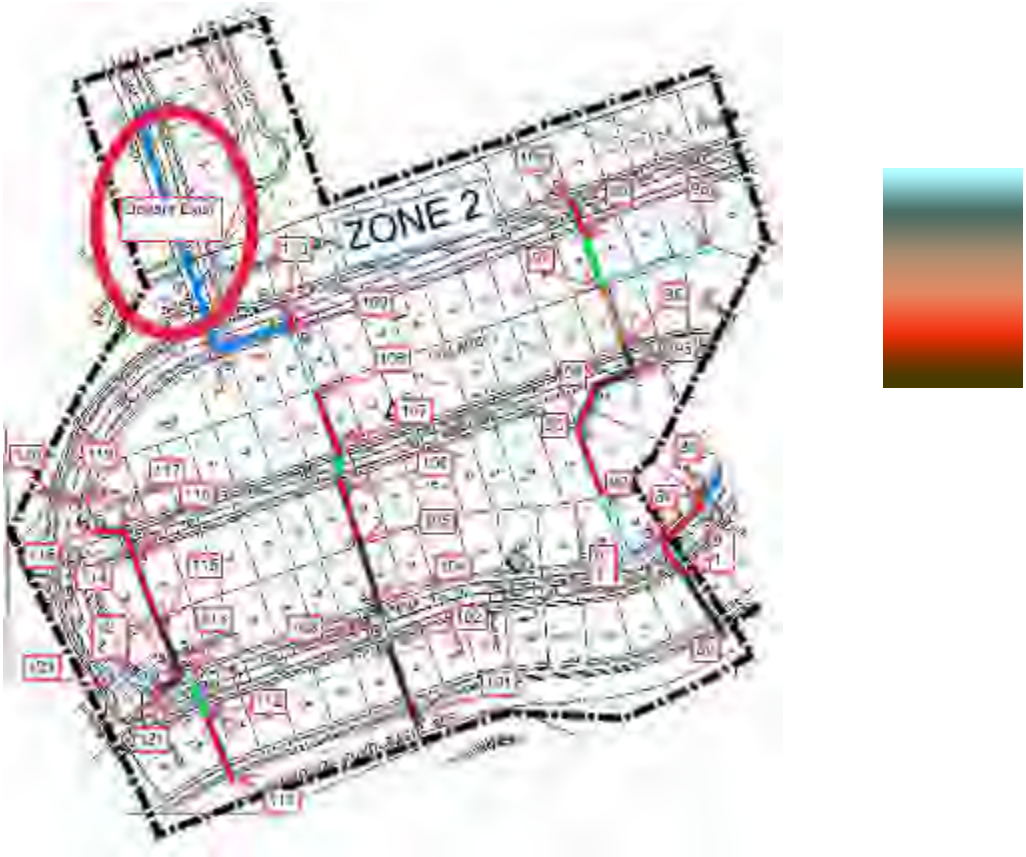
In the year 2019, Dewberry recommended a pro-active approach for stormwater defects detection and repairs. The CDD directed Dewberry to start a program that includes cost estimating, condition assessment, and pro-active stormwater repairs. The program includes 5 zones. This project includes the condition assessment via CCTV of Zone 2.

Agreement Amount: $25,160.00 (1-25-2022 Agreement)
Final Amount: $21,074.33

2.2 Project Update

Atlantic Pipe Services completed the CCTV inspections for Zone 2. The videos and CCTV reports for each segment were delivered to Dewberry.

Preliminary results of CCTV (per APS) are noted in the figure below.



2.3 Project Next Steps

Start engineering evaluation and repair recommendations for the inspected storm system.

3. Pavement Condition Assessment (Status: Substantially Complete)

3.1 Project Description

In early 2022, the CDD directed Dewberry to person a roadway condition assessment project. In July 2022, the CDD contracted with Terracon to perform pavement core sampling and testing, and visual roadway condition assessment.

Agreement Amount: $17,000.00 (7-06-2022 Agreement)
Final Amount: $16,500.00

Table 3.2 Pavement Repairs Cost Estimate

REPAIR TYPE	SY	COST/SY	EXTENTED
Seal coat	20875	$ 3.00	$ 62,625.00
1 inch mill and resurface	3018	$ 11.00	$ 33,198.00
Full depth, 2-inch, mill and resurface of asphalt	28854	$ 14.00	$ 403,956.00
		TOTAL	$ 499,779.00
		Contingency 15%	$ 74,966.85
		Inspections 7%	$ 34,984.53
		Engineering Services 5%	$ 24,988.95
		Grand Total	$ 634,719.33

3.2 Project Update

Awaiting direction from Board.

3.3 Project Next Steps

No further action is requested by the Board at this time.

4. Pond Bank Inspections (Status: Ongoing)

4.1 Project Description

During the May, 2023 CDD Board meeting, the Board directed Dewberry to conduct a bank erosion inspection for the two ponds located within the CDD limits. Dewberry completed the inspections in August 2023 and presented the inspection report during the September 2023 Board meeting.

4.2 Project Update

Based on the inspection that was completed the following project scope and cost estimate was established for the restoration of the pond banks.

Project Scope: Pond 1 has ±2020 LF and Pond 2 has ±970 LF of shoreline that requires corrective action. Geo-tubes will be used to stabilize the pond banks and stop further erosion from occurring. Control structure 40 located on the eastern side of Pond 1 requires replacement due to cracking. The current control structure will be removed and replaced with a new structure.

The budgetary estimates for this project can be found in the table below:

ITEM	UNIT	QTY	UNIT COST	TOTAL
Erosion Restoration Pond 1	LF	450	$ 45.00	$ 20,250
Erosion Restoration Pond 2	LF	970	$ 45.00	$ 38,250
Control Structure Replacement	LS	1	COUNTY	COUNTY
			TOTAL	$ 58,500
			Contingency 10%	$ 5,850
			Inspections 3%	$ 1,755
			Engineering Services 7%	$ 4,095
			Grand Total	$ 70,200

4.3 Project Next Steps

We are requesting the District Counsel to review and advice on the responsibility of maintenance of the storm structure. We believe the maintenance of the Control Structure may be the responsibility of the County due to information detailed in the Order of Taking by the County in 2014 (see Attachment B, bottom of page 3 of Order of Taking). If County is the responsible party, we recommend notifying the County of the Control Structure defect.

Repairs of the pond banks to be discussed during the meeting.

5. Simpson Road (Status: Ongoing)

5.1 Project Description

In January 2023, Dewberry was asked to investigate a construction project taking place along the northeast side of the CDD.

5.2 Project Update

Osceola County is constructing a stormwater pipe and discharge structure into the northern pond maintained by the CDD. Dewberry contacted the Construction Engineering Inspection (CEI) company managing the project on behalf of the County and conducted a field visit meeting with the CEI firm to discuss the project.

Dewberry also researched record permit drawings, Water Management District records, and previous design plans of the subject project. Additionally, Dewberry communicated with the District Counsel to identify any prior legal action relating to the ponds and tracts where the construction is taking place.

Based on the reviewed information, we noted that Osceola County submitted permits for this project to the Water Management District in 2012. The County also submitted multiple permit extension requests. The County began coordination with the CDD in 2012 and presented preliminary design plans and calculations on the north side pond (see Attachment A, Pond 10 information). In 2014, there was an Order of Taking (see Attachment B, as provided by District Counsel) for multiple parcels including the north side pond, referred to as Parcel 810.

Dewberry also reviewed updated design plans provided by the CEI (see Attachment C) and determined that the updated plans match the details in the original calculations provided in 2012 and the details of the 2014 Order of Taking.

5.3 Project Next Steps

Continue monitoring for updates.

6. CDD Exit Lane Repair (Status: Ongoing)

6.1 Project Description

A depression in the roadway has formed in the exit lane leaving the CDD. We identified the repair area to be the 25' x 12' pavement section as shown in the image below. The contractor would remove existing asphalt and excavate to remove encountered voids. The contractor would backfill, compact, and perform density testing prior to repaving the area. Below is a picture of the project location.

6.2 Project Update

Three contractors were contacted to submit proposal for repairing the depression in the exit lane. The table below summarizes the quotes received from each contractor.

DALE BEASLEY CONSTRUCTION	POTHOLE HEROS	ALL TERRAIN
$9,442.92	$20,378.00	$23,774.75

See Attachment D for the detailed quotes.

6.3 Project Next Steps

Next steps to be discussed with the board during the March 2023 meeting.

7. 2023 Completed Projects List

7.1 Zone 1 CCTV Inspections

7.2 Zone 2 CCTV Inspections

ATTACHMENT A

Villa Sol
Osceola County
9/28/2012

Without Boggy Creek Road

POND 10

ELEVATION (feet)	AREA (acres)	AVG AREA (acres)	DEPTH (feet)	STORAGE (ac-ft)	CUM STORAGE (ac-ft)	AREA (sq-ft)
58.60	8.59				0.00	374,180
		8.65	0.40	3.46		
59.00	8.70				3.46	378,972
		9.02	1.00	9.02		
60.00	9.34				12.48	406,850
		9.50	1.00	9.50		
61.00	9.65				21.97	420,354
		9.67	1.00	9.67		
62.00	9.69				31.64	422,096
		9.78	1.00	9.78		
63.00	9.87				41.42	429,937
		9.98	1.00	9.98		
64.00	10.08				51.40	439,085

Required Treatment Volume = 5.67 Ac-ft 246,985 ft^3
Treatment Vol. at or above = 59.25 feet
Weir Set at = 59.26 feet CONFIRMED

Note: POND 10 is also known as POND 50N

Peak stage (ft) 10y 72h 60.54 ft CONFIRMED
Vol. at Peak Stage (ac-ft) 17.61 Ac-ft

Difference in volume for the 10y72h storm event
2.47 ac-ft

Villa Sol
Osceola County
9/28/2012

With Boggy Creek Road

POND 10

ELEVATION (feet)	AREA (acres)	AVG AREA (acres)	DEPTH (feet)	STORAGE (ac-ft)	CUM STORAGE (ac-ft)	AREA (sq-ft)
58.60	8.59				0.00	374,180
		8.65	0.40	3.46		
59.00	8.70				3.46	378,972
		9.02	1.00	9.02		
60.00	9.34				12.48	406,850
		9.50	1.00	9.50		
61.00	9.65				21.97	420,354
		9.67	1.00	9.67		
62.00	9.69				31.64	422,096
		9.78	1.00	9.78		
63.00	9.87				41.42	429,937
		9.98	1.00	9.98		
64.00	10.08				51.40	439,085

Required Treatment Volume = 7.06 Ac-ft 307,534 ft^3
Treatment Vol. at or above = 59.40 feet
Weir Set at = 59.40 feet
Provided Treatment Volume = 7.06 Ac-ft 307,534 ft^3

Note: POND 10 is also known as POND 50N

Peak stage (ft) 10y 72h 60.80 ft
Vol. at Peak Stage (ac-ft) 20.07 Ac-ft

ATTACHMENT B

ARMANDO RAMIREZ OSCEOLA COUNTY, DATE 08/12/2014 09:38:25 AM
FILE # 2014115881 Bk 4649 Pgs 1785-1798 (14 Pgs)REC FEES $0.00

IN THE CIRCUIT COURT OF THE NINTH JUDICIAL CIRCUIT
IN AND FOR OSCEOLA COUNTY, FLORIDA

OSCEOLA COUNTY, a political subdivision of the State of Florida,

Petitioner,

vs.

VILLA SOL COMMUNITY DEVELOPMENT DISTRICT, AND PATSY HEFFNER, as OSCEOLA COUNTY TAX COLLECTOR,

Respondents.
_____/

CASE NO.: 14-CA-000357-ED

PARCELS: 809R/810/811

Filed in open Court this
11 day of Aug.
A.D. 2014.
ARMANDO RAMÍREZ, CLERK
By _____ D.C.

STIPULATED ORDER OF TAKING AND FINAL JUDGMENT AS TO PARCELS 809R, 810, and 811

Upon joint motion OSCEOLA COUNTY, a political subdivision of the State of Florida, ("Petitioner") and Respondent, VILLA SOL COMMUNITY DEVELOPMENT DISTRICT, ("Respondent"), moved for the entry of this Stipulated Order of Taking and Final Judgment, and it appearing to the Court that the parties were authorized to enter into such a motion and the Court being otherwise fully advised in the premises, it is hereby

ORDERED AND ADJUDGED:

1. This Court has jurisdiction of the subject matter and the parties to this cause.

2. Parcel 809R, which recently came into the ownership of Respondent on May 22, 2014, is also being acquired and was added in the Amended Petition.

3. The pleadings in this cause are sufficient and the Petitioner is properly exercising its delegated authority.

4. The Amended Declaration of Taking, in the amount of NINETY SEVEN THOUSAND TWO HUNDRED AND 00/100 DOLLARS ($97,200.00) for Parcel 810 & TWENTY ONE THOUSAND EIGHT HUNDRED AND 00/100 DOLLARS ($21,800.00) for Parcel 811 and ONE THOUSAND TWO HUNDRED AND 00/100 DOLLARS ($1,200.00) for Parcel 809R, filed in this cause by the Petitioner, contained good faith estimates of value based upon a valid appraisals.

5. That Respondent shall have and recover the sum of ONE HUNDRED SEVENTY –SEVEN THOUSAND FIVE HUNDRED AND 00/100 DOLLARS ($177,500.00) from the County, as full compensation for Parcels 809R, 810, and 811, for land, improvements, and for damages resulting to the remainder and for all damages of any nature whether specifically pled or not, including but not limited to: tenant claims, all relocation and moving cost entitlements provided under federal and state law, moving costs in eminent domain, special damages, attorney's fees and costs, expert's fees and costs, and for full satisfaction of any liens, notes, mortgages, and encumbrances of any nature upon the subject parcel. Respondents shall be responsible for allocating funds to any parties claiming an interest in Parcels 809R, 810, & 811 and/or the settlement amount paid by the County.

6. That the sum of money to be deposited into the Registry of the Court, within twenty (20) days of the entry of this Order, shall be in the total amount of ONE HUNDRED SEVENTY –SEVEN THOUSAND FIVE HUNDRED AND 00/100 DOLLARS ($177,500.00). Upon deposit the Petitioner shall be entitled to permanent easement interests in the subject parcels specifically described and attached hereto as **Composite Exhibit "A"** for drainage and maintenance access purposes, as follows:

A. Parcels 809R and 811. Parcels 809R and 811 are the site of drainage conveyances which allow (or will allow) stormwater to flow from Petitioner's adjoining property, which is Boggy Creek Road, to Parcel 810, which is a stormwater pond. Petitioner shall have a permanent non-exclusive easement for stormwater drainage over and upon Parcels 809R and 811. Petitioner shall be responsible for maintenance to the ditches and/or stormwater conveyances within Parcels 809R and 811. Petitioner shall have a non-exclusive easement for its authorized personnel to access for purposes of maintaining the ditch systems upon Parcels 809R and 811; it is provided, however, that the rights conferred herein shall not be construed as a right for the general public to access Parcels 809R and 811. Respondent shall be responsible for maintaining the banks and grass within Parcels 809R and 811, other than the ditches and/or stormwater conveyances. Respondent specifically reserves the right of vehicular and pedestrian ingress and upon and across Parcel 809R, including the right to construct a vehicular and pedestrian crossing. Petitioner warrants that any request for a driveway permit by Respondent shall be reviewed without prejudice and will not be unduly denied. Respondent additionally reserves all rights in Parcels 809R and 811 that are not inconsistent with the rights conferred to Petitioner herein.

B. Parcel 810. Parcel 810 is the site of a pre-existing stormwater pond. Petitioner shall have a permanent easement for stormwater drainage into the stormwater pond for the benefit of Boggy Creek Road (and the expansion thereof), provided that the Petitioner's maximum permitted outfall into the stormwater pond after completion of the Boggy Creek Road expansion project shall not exceed 14% of the total volume of the stormwater pond. Respondent shall maintain the stormwater pond and the banks of the stormwater pond. Petitioner shall maintain all concrete structures, weir, and any other similar improvements upon Parcel 810,

including but not limited to all structures that affect the water level of the stormwater pond. Petitioner shall have an easement for its authorized personnel to access Parcel 810 for purposes of performing its maintenance obligations set forth herein; it is provided, however, that the rights conferred herein shall not be construed as a right for the general public to access Parcel 810. Respondent shall retain all rights in Parcel 810 that are not inconsistent with the rights conferred to Petitioner herein.

7. This Stipulated Final Judgment is based on the Petitioner's construction plans and specifications of the improvements Petitioner intends to construct upon Parcels 809R, 810 & 811. Such plans are incorporated herein as **EXHIBIT "B"**, as said plans relate to Parcels 809R, 810 & 811. Petitioner is responsible for obtaining all necessary building permits and other governmental permits to complete the construction set forth in the attached plans. Petitioner shall comply with all conditions in any such building permits or other governmental permits. If the project, as built, substantially differs from said plans, Respondent shall have the same remedies as it would have been afforded to if the case had been resolved by verdict, with said plans and specifications having been made a part of the record at trial.

8.. Within five (5) business days of the deposit, as set forth above, and without further notice or order of this Court, the Clerk of Court shall pay the amount of ONE HUNDRED SEVENTY–SEVEN THOUSAND FIVE HUNDRED AND 00/100 DOLLARS ($177,500.00) as to Parcels 809R, 810 and 811 less pro-rated taxes owing, through the date of this Order, from the Registry of the Court directly to Clark Albaugh & Rentz, LLP Trust Account, c/o Scott D. Clark, 700 W. Morse Blvd., Ste. 101, Winter Park, Florida 32789. RESPONDENT shall be responsible for allocating funds to any parties on the attached service

list or any other unknown parties who claim to have interest in Parcels 809R, 810 and 811 and/or the funds deposited into the Registry of the Court by the COUNTY.

9. No other fees and costs shall be paid by Petitioner in this case for Parcels 809R, 810, and 811.

10. All Defendants/Respondents who have not served any papers on Petitioner and who have not been previously defaulted are hereby defaulted.

11. This Court shall retain jurisdiction for purpose of enforcing the terms and provisions contained herein.

DONE AND ORDERED at Osceola County Courthouse, Kissimmee, Florida, this 11 day of August, 2014.

JOHN E. JORDAN
CIRCUIT COURT JUDGE

cc: Celeste F. Adorno, Esquire
Scott D. Clark, Esquire

SKETCH OF DESCRIPTION
PARCEL 809R

LEGAL DESCRIPTION
PARCEL 809R

A parcel of land being a portion of Tract B, VILLA SOL, PHASE 1, VILLAGE 5, according to the plat thereof, as recorded in Plat Book 14, Pages 81-83 of the Public Records of Osceola County, Florida and being more particularly described as follows:

Begin at the North most corner of Lot 67, VILLA SOL, PHASE 1, VILLAGE 5, according to the plat thereof, as recorded in Plat Book 14, Pages 81-83 of the Public Records of Osceola County, Florida; thence run N41°37'56"W, a distance of 50.00 feet to a point on the East line of Tract B, VILLA SOL TOWNHOMES, VILLAGE 6, according to the plat thereof, as recorded in Plat Book 18, Pages 176-181 of the Public Records of Osceola County, Florida; thence run N40°51'26"E along said East line, a distance of 99.29 feet to a point; thence departing said East line run S41°18'34"E, a distance of 50.47 feet to a point on the West line of Tract 5 of said VILLA SOL, PHASE 1, VILLAGE 5; thence along said West line the following two (2) courses and distances; thence run S40°51'26"W , a distance of 78.83 feet; thence run S42°04'43"W, a distance of 20.12 feet to the Point of Beginning.

Containing 0.113 acres, more or less.
(4,953 sq.ft.±)

NOTES
THIS SKETCH IS NOT INTENDED TO REPRESENT A BOUNDARY SURVEY.
NO CORNERS WERE SET AS A PART OF THIS SKETCH.
SEE SKETCH ON SEPARATE SHEET.

REQUESTED BY:
VANASSE, HANGEN, BRUSTLIN, INC.

DATE OF SKETCH 01/30/2012	REVISIONS
SCALE 1" = 50 FT.	05/20/14 REVISED AREA
F.B. PAGE	
SECTION 4	
TWP. 25 S., RNG. 30 E.	
JOB NO. 01-147	SHEET 1 OF 2

JOHNSTON'S SURVEYING INC.
900 Shady Lane, Kissimmee, Florida 34744-8695
Tel. (407) 847-2179 Fax (407) 847-6140

Barry W. Prewitt 05-20-2014
BARRY W. PREWITT, P.S.M. #5267 (DATE)
NOTE: NOT VALID WITHOUT RAISED SURVEYOR'S SEAL.

Composite Exhibit A

SKETCH OF DESCRIPTION
PARCEL 809R

LEGEND

NO.	NUMBER
Δ	CENTRAL ANGLE
R	RADIUS
L	ARC LENGTH
C	CHORD LENGTH
O.R.B.	OFFICIAL RECORDS BOOK
F.B.	FIELD BOOK
TWP.	TOWNSHIP
RNG.	RANGE
P.S.M.	PROFESSIONAL SURVEYOR AND MAPPER
FT.	FEET

N
W E
S

SCALE 1" = 50 FT.

LOT 3

KOGER OAKS
PHASE 1, VILLAGE 5
PLAT BOOK 5, PAGE 144

LOT 2

VILLA SOL
PHASE 1, VILLAGE 5
PLAT BOOK 14, PAGES 81-83

TRACT C
FUTURE DEVELPMENT

10' DRAINAGE AND UTILITY EASEMENT (PER PLAT)

SOUTH LINE OF TRACT C

NORTH LINE OF TRACT 5

15'

UTILITY EASEMENT PER O.R.B. 3703, PAGE 1344

15'

15'

VILLA SOL TOWNHOMES
VILLAGE 6
PLAT BOOK 18, PAGES 176-181

TRACT B
OPEN SPACE/DRAINAGE

EAST LINE OF TRACT B, VILLA SOL TOWNHOMES VILLAGE 6

N40°51'26"E 99.29'

S41°18'34"E 50.47'

WEST LINE OF TRACT 5

REMAINDER OF TRACT B
PARCEL 809R

S40°51'26"W 78.83'

N41°37'56"W 50.00'

S42°04'43"W 20.12'

20'

20'

20'

20'

POINT OF BEGINNING
NORTH CORNER OF LOT 67

VILLA SOL
PHASE 1, VILLAGE 5
PLAT BOOK 14, PAGES 81-83

TRACT 5
RECREATION FACILITIES AND OPEN SPACE
(MAINTAINED BY VILLA SOL CDD)

RIACHUELO LANE

67

66

VILLA SOL
PHASE 1, VILLAGE 5
PLAT BOOK 14, PAGES 81-83

TRACT 5A
RETENTION POND
(MAINTAINED BY VILLA SOL CDD)

20' DRAINAGE & MAINT. EASEMENT
(UNOBSTRUCTED)
(MAINTAINED BY VILLA SOL CDD)

JOHNSTON'S
SURVEYING INC.
900 Shady Lane, Kissimmee, Florida 34744-8695
Tel. (407) 847-2179 Fax (407) 847-6140

JOB NO.
SHEET 2 OF 2

SKETCH OF DESCRIPTION
PARCEL 810

LEGEND

NO.	NUMBER
Δ	CENTRAL ANGLE
R	RADIUS
L	ARC LENGTH
C	CHORD LENGTH
O.R.B.	OFFICIAL RECORDS BOOK
F.B.	FIELD BOOK
TWP.	TOWNSHIP
RNG.	RANGE
P.S.M.	PROFESSIONAL SURVEYOR AND MAPPER
FT.	FEET

LEGAL DESCRIPTION

TRACT 5A, VILLA SOL, PHASE 1, VILLAGE 5, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 14, PAGES 81–83 OF THE PUBLIC RECORDS OF OSCEOLA COUNTY, FLORIDA.

AREA = 9.21 ACRES±

SURVEYOR'S NOTES:

BEARINGS AS SHOWN HEREON ARE BASED ON THE FLORIDA STATE PLANE COORDINATE SYSTEM, EAST ZONE, (NAD 83, 1990 ADJUSTMENT) AS DETERMINED FROM GLOBAL POSITIONING SYSTEM (GPS).

THE SURVEYOR HAS NOT MADE A SEARCH OF THE PUBLIC RECORDS FOR EASEMENTS, RESTRICTIONS, RESERVATIONS AND/OR RIGHTS-OF-WAY OF RECORD.

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

THIS SKETCH IS NOT INTENDED TO REPRESENT A BOUNDARY SURVEY.

NO CORNERS WERE SET AS A PART OF THIS SKETCH.

SEE SHEET 2 OF 2 FOR DETAIL OF SKETCH.

REQUESTED BY:

OSCEOLA COUNTY ENGINEERING DEPT.

DATE OF SKETCH	01/30/2012	REVISIONS	
SCALE	1" = 150 FT.	02/13/2012	ADDED AREA
F.B.	PAGE		
SECTION	4		
TWP.	25 S. RNG.	30 E.	
JOB NO.	01-147	SHEET 1 OF 2	

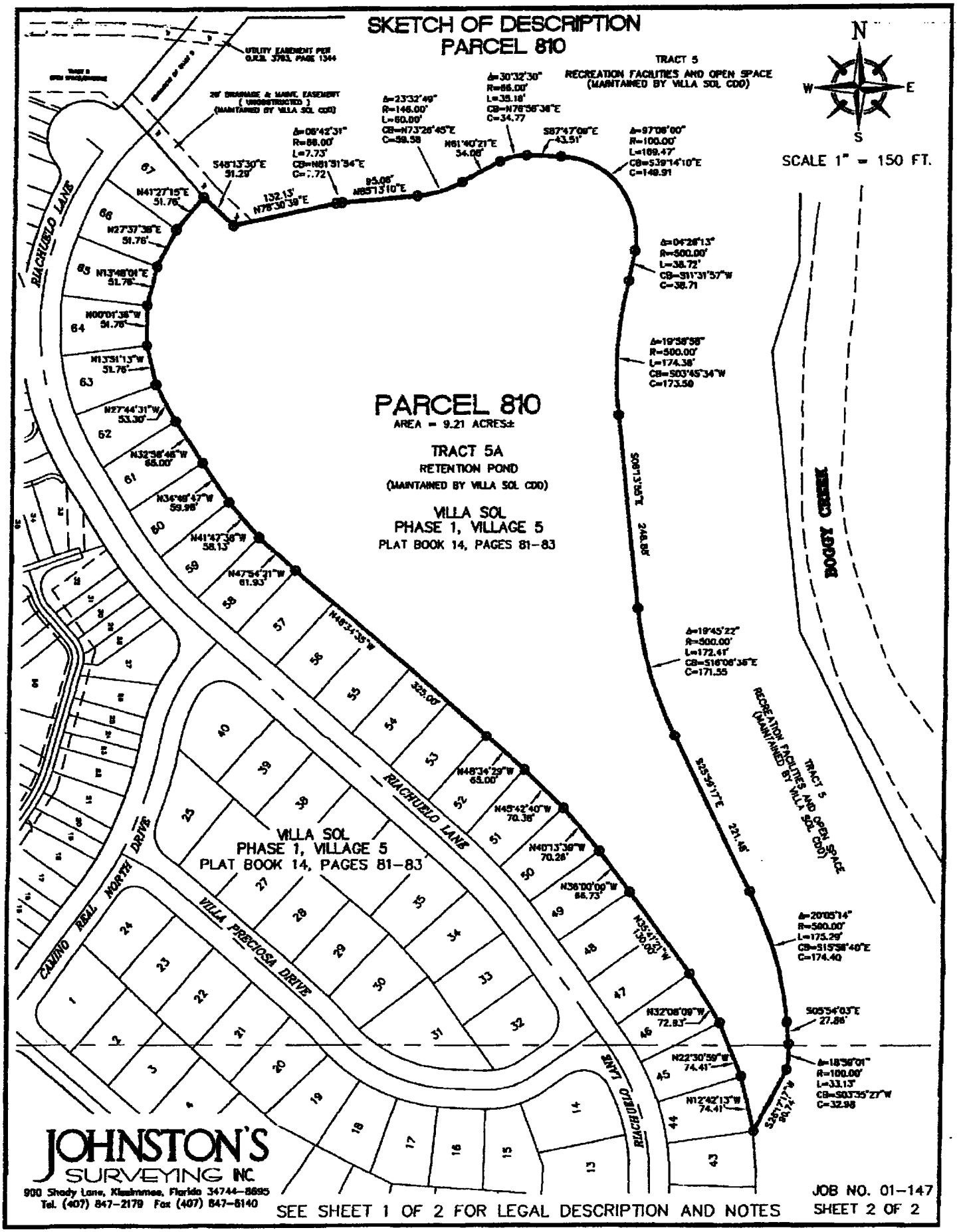
BARRY W. PREWITT STATE OF FLORIDA PROFESSIONAL SURVEYOR AND MAPPER

JOHNSTON'S SURVEYING, INC.
900 Shady Lane Kissimmee, Florida 34744-5695
Tel. (407) 847-2179 Fax (407) 847-8140

02-14-2012

BARRY W. PREWITT, P.S.M. #5267 (DATE)

NOTE: NOT VALID WITHOUT RAISED SURVEYOR'S SEAL


SKETCH OF DESCRIPTION
PARCEL 810
SCALE 1" = 150 FT.
PARCEL 810
AREA = 9.21 ACRES±
TRACT 5A
RETENTION POND
(MAINTAINED BY VILLA SOL CDD)
VILLA SOL
PHASE 1, VILLAGE 5
PLAT BOOK 14, PAGES 81-83
TRACT 5
RECREATION FACILITIES AND OPEN SPACE
(MAINTAINED BY VILLA SOL CDD)
BOGGY CREEK
RIACHUELO LANE
CAMINO REAL NORTH DRIVE
VILLA PRECIOSA DRIVE
JOHNSTON'S
SURVEYING INC
900 Shady Lane, Kissimmee, Florida 34744-8695
Tel. (407) 847-2179 Fax (407) 847-8140
JOB NO. 01-147
SHEET 2 OF 2
SEE SHEET 1 OF 2 FOR LEGAL DESCRIPTION AND NOTES

SKETCH OF DESCRIPTION
PARCEL 811

LEGAL DESCRIPTION

A parcel of land being a portion of Tract 5, VILLA SOL, PHASE 1, VILLAGE 5, according to the plat thereof, as recorded in Plat Book 14, Pages 81-83 of the Public Records of Osceola County, Florida and being more particularly described as follows:

Begin at the North most corner of Lot 67, VILLA SOL, PHASE 1, VILLAGE 5, according to the plat thereof, as recorded in Plat Book 14, Pages 81-83 of the Public Records of Osceola County, Florida; thence along the west line of said Tract 5 the following two (2) courses and distances; thence run N42°04'43E, a distance of 20.12 feet; thence run N40°51'26"E, a distance of 76.88 feet; thence departing said West line, run S41°18'34"E, a distance of 79.56 feet; thence run S51°37'31"E, a distance of 37.08 feet; thence run N86°56'23"E, a distance of 39.01 feet; thence run N85°07'17"E, a distance of 93.18 feet to a point on a non-tangent curve, concave to the North, having a Radius of 240.52 feet and a Central Angle of 34°53'09"; thence run Easterly along the Arc of said curve, a distance of 146.45 feet (Chord Bearing = N72°35'12"E, Chord = 144.19 feet) to a point on a non-tangent curve, concave to the South, having a Radius of 227.82 feet and a Central Angle of 48°47'51"; thence run Easterly along the Arc of said curve, a distance of 194.03 feet (Chord Bearing = S85°43'16"E, Chord = 188.22 feet) to a point on a non-tangent curve, concave to the Southwest, having a Radius of 190.71 feet and a Central Angle of 60°00'35"; thence run Southeasterly along the Arc of said curve, a distance of 199.75 feet (Chord Bearing = S32°16'15"E, Chord = 190.74 feet) to a point on a non-tangent curve, concave to the East, having a Radius of 1,624.18 feet and a Central Angle of 06°49'10"; thence run Southerly along the Arc of said curve, a distance of 193.32 feet (Chord Bearing = S05°37'59"W, Chord = 193.20 feet) to a point on a non-tangent curve, concave to the East, having a Radius of 2,920.16 feet and a Central Angle of 03°54'43"; thence run Southerly along the Arc of said curve, a distance of 199.37 feet (Chord Bearing = S04°53'10"E, Chord = 199.33 feet) to a point on a non-tangent curve, concave to the East, having a Radius of 773.11 feet and a Central Angle of 13°13'59"; thence run Southerly along the Arc of said curve, a distance of 178.56 feet (Chord Bearing = S11°11'44"E, Chord = 178.16 feet) to a point; thence run S88°26'42"E,

CONTINUED ON SHEET 2 OF 3

SURVEYOR'S NOTES:

BEARINGS AS SHOWN HEREON ARE BASED ON THE FLORIDA STATE PLANE COORDINATE SYSTEM, EAST ZONE, (NAD 83, 1990 ADJUSTMENT) AS DETERMINED FROM GLOBAL POSITIONING SYSTEM (GPS).

THE SURVEYOR HAS NOT MADE A SEARCH OF THE PUBLIC RECORDS FOR EASEMENTS, RESTRICTIONS, RESERVATIONS AND/OR RIGHTS-OF-WAY OF RECORD.

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

THIS SKETCH IS NOT INTENDED TO REPRESENT A BOUNDARY SURVEY.

NO CORNERS WERE SET AS A PART OF THIS SKETCH.

SEE SHEET 2 OF 2 FOR DETAIL OF SKETCH.

REQUESTED BY:

OSCEOLA COUNTY ENGINEERING DEPT.

DATE OF SKETCH 01/30/2012	REVISIONS
SCALE 1" = 150 FT.	
F.B. PAGE	
SECTION 4	
TWP. 25 S. RNG. 30 E.	
JOB NO. 01-147	SHEET 1 OF 3

JOHNSTON'S SURVEYING INC.
900 Shady Lane, Kissimmee, Florida 34744-8695
Tel. (407) 847-2179 Fax (407) 847-6140

Barry W. Brewer 02-02-2012

BARRY W. BREWER P.S.M. #5267 (DATE)

NOTE: NOT VALID WITHOUT RAISED SURVEYOR'S SEAL

LEGEND

NO.	NUMBER
Δ	CENTRAL ANGLE
R	RADIUS
L	ARC LENGTH
C	CHORD LENGTH
O.R.B.	OFFICIAL RECORDS BOOK
F.B.	FIELD BOOK
TWP.	TOWNSHIP
RNG.	RANGE
P.S.M.	PROFESSIONAL SURVEYOR AND MAPPER
FT.	FEET

SKETCH OF DESCRIPTION
PARCEL 811

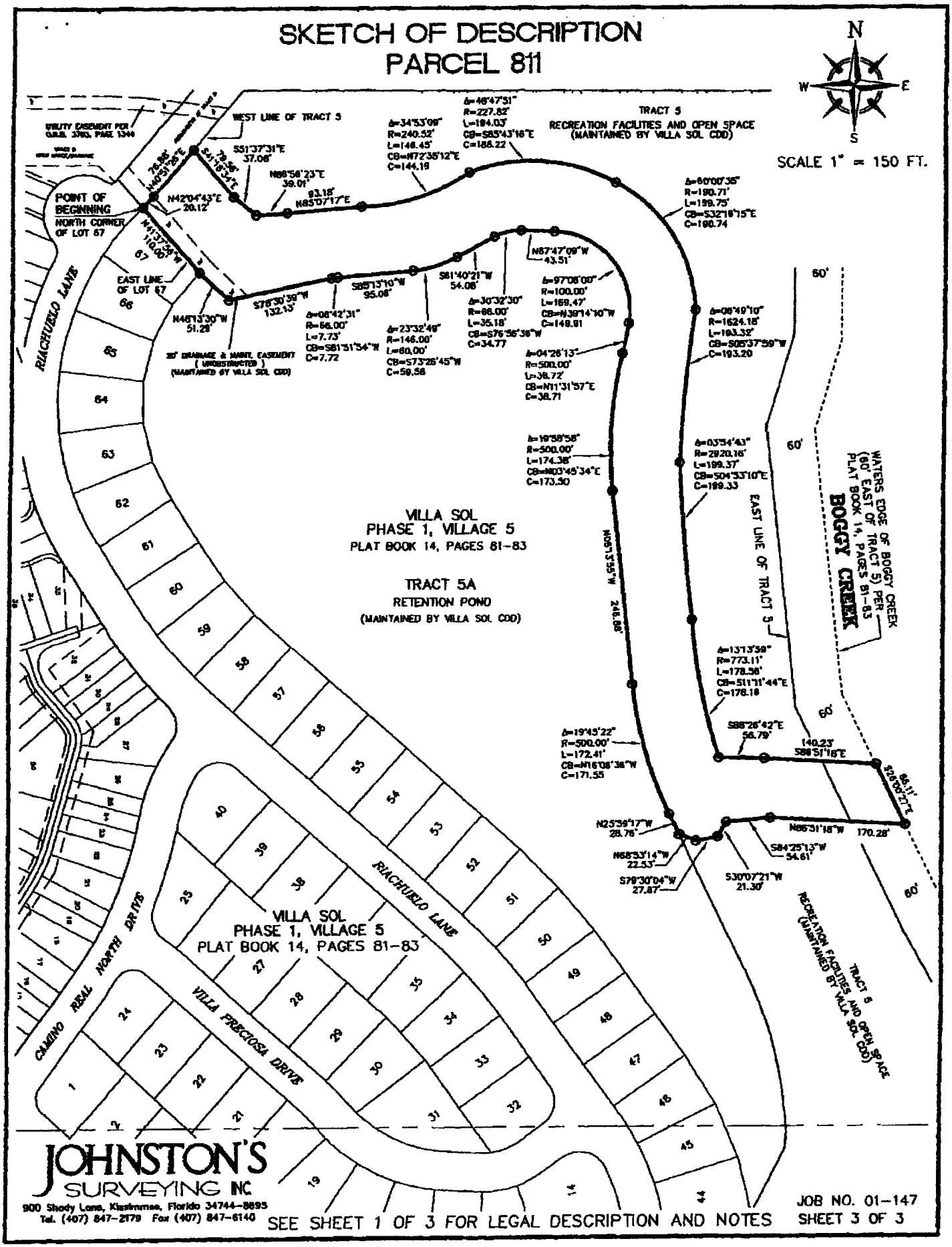
CONTINUED FROM SHEET 1 OF 3

a distance of 56.79 feet; thence run S86°51'18"E, a distance of 140.23 feet to a point on the waters edge of Boggy Creek as shown on said plat of VILLA SOL, PHASE 1, VILLAGE 5, said point being 60 feet East of the East line of said Tract 5; thence run S26°00'27"E along said waters edge and along a line being 60 feet East of Tract 5, a distance of 86.11 feet; thence departing said line, run N86°51'18"W, a distance of 170.28 feet; thence run S84°25'13"W, a distance of 54.61 feet; thence run S30°07'21"W, a distance of 21.30 feet; thence run S79°30'04"W, a distance of 27.87 feet; thence run N68°53'14"W, a distance of 22.53 feet to a point on the East line of Tract 5A of said VILLA SOL, PHASE 1, VILLAGE 5; thence along said East line of Tract 5A, the following fourteen (14) courses and distances; thence run N25°59'17"W, a distance of 28.76 feet to the Point of Curvature of a curve, concave to the East, having a Radius of 500.00 feet and a Central Angle of 19°45'22"; thence run Northerly along the Arc of said curve, a distance of 172.41 feet (Chord Bearing = N16°06'36"W, Chord = 171.55 feet); thence run N06°13'55"W, a distance of 246.88 feet to the Point of Curvature of a curve, concave to the East, having a Radius of 500.00 feet and a Central Angle of 19°58'58"; thence run Northerly along the Arc of said curve, a distance of 174.38 feet (Chord Bearing = N03°45'34"E, Chord = 173.50 feet) to a Point of Reverse Curvature, concave to the West, having a Radius of 500.00 feet and a Central Angle of 04°26'13"; thence run Northerly along the Arc of said curve, a distance of 38.72 feet (Chord Bearing = N11°31'57"E, Chord = 38.71 feet) to the Point of Compound Curvature of a curve, concave to the Southwest, having a Radius of 100.00 feet and a Central Angle of 97°06'00"; thence run Northwesterly along the Arc of said curve, a distance of 169.47 feet (Chord Bearing = N39°14'10"W, Chord = 149.91 feet) to a point; thence run N87°47'09"W, a distance of 43.51 feet to the Point of Curvature of a curve, concave to the South, having a Radius of 66.00 feet and a Central Angle of 30°32'30"; thence run Westerly along the Arc of said curve, a distance of 35.18 feet (Chord Bearing = S76°56'36"W, Chord = 34.77 feet) to a point; thence run S61°40'21"W, a distance of 54.08 feet to the Point of Curvature of a curve, concave to the North, having a Radius of 146.00 feet and a Central Angle of 23°32'49"; thence run Westerly along the Arc of said curve, a distance of 60.00 feet (Chord Bearing = S73°26'45"W, Chord = 59.58 feet) to a point; thence run S85°13'10"W, a distance of 95.06 feet to the Point of Curvature of a curve, concave to the South, having a Radius of 66.00 feet and a Central Angle of 06°42'31"; thence run Westerly along the Arc of said curve, a distance of 7.73 feet (Chord Bearing = S81°51'54"W, Chord = 7.72 feet) to a point; thence run S78°30'39"W, a distance of 132.13 feet; thence run N48°13'30"W, a distance of 51.29 feet; thence departing said East line of Tract 5A, run N41°37'56"W along the East line of said Lot 67, a distance of 110.00 feet to the Point of Beginning.

Containing 3.213 acres, more or less.

JOHNSTON'S SURVEYING INC.
900 Shady Lane, Kissimmee, Florida 34744-8695
Tel. (407) 847-2179 Fax (407) 847-6140

JOB NO. 01-147
SHEET 2 OF 3


SKETCH OF DESCRIPTION
PARCEL 811
N
W
E
S
SCALE 1" = 150 FT.
POINT OF BEGINNING
NORTH CORNER OF LOT 67
WEST LINE OF TRACT 5
TRACT 5
RECREATION FACILITIES AND OPEN SPACE
(MAINTAINED BY VILLA SOL CDD)
EAST LINE OF LOT 67
RIACHUELO LANE
20' DRAINAGE & MAINT. EASEMENT
(UNOBSTRUCTED)
(MAINTAINED BY VILLA SOL CDD)
VILLA SOL
PHASE 1, VILLAGE 5
PLAT BOOK 14, PAGES 81-83
TRACT 5A
RETENTION POND
(MAINTAINED BY VILLA SOL CDD)
EAST LINE OF TRACT 3
WATERS EDGE OF BOGGY CREEK
(60' EAST OF TRACT 5) PER
PLAT BOOK 14, PAGES 81-83
BOGGY CREEK
CAMINO REAL NORTH DRIVE
VILLA PRECIOSA DRIVE
RECREATION FACILITIES AND OPEN SPACE
(MAINTAINED BY VILLA SOL CDD)
TRACT 5
JOHNSTON'S
SURVEYING INC.
900 Shady Lane, Kissimmee, Florida 34744-8895
Tel. (407) 847-2179 Fax (407) 847-6140
SEE SHEET 1 OF 3 FOR LEGAL DESCRIPTION AND NOTES
JOB NO. 01-147
SHEET 3 OF 3

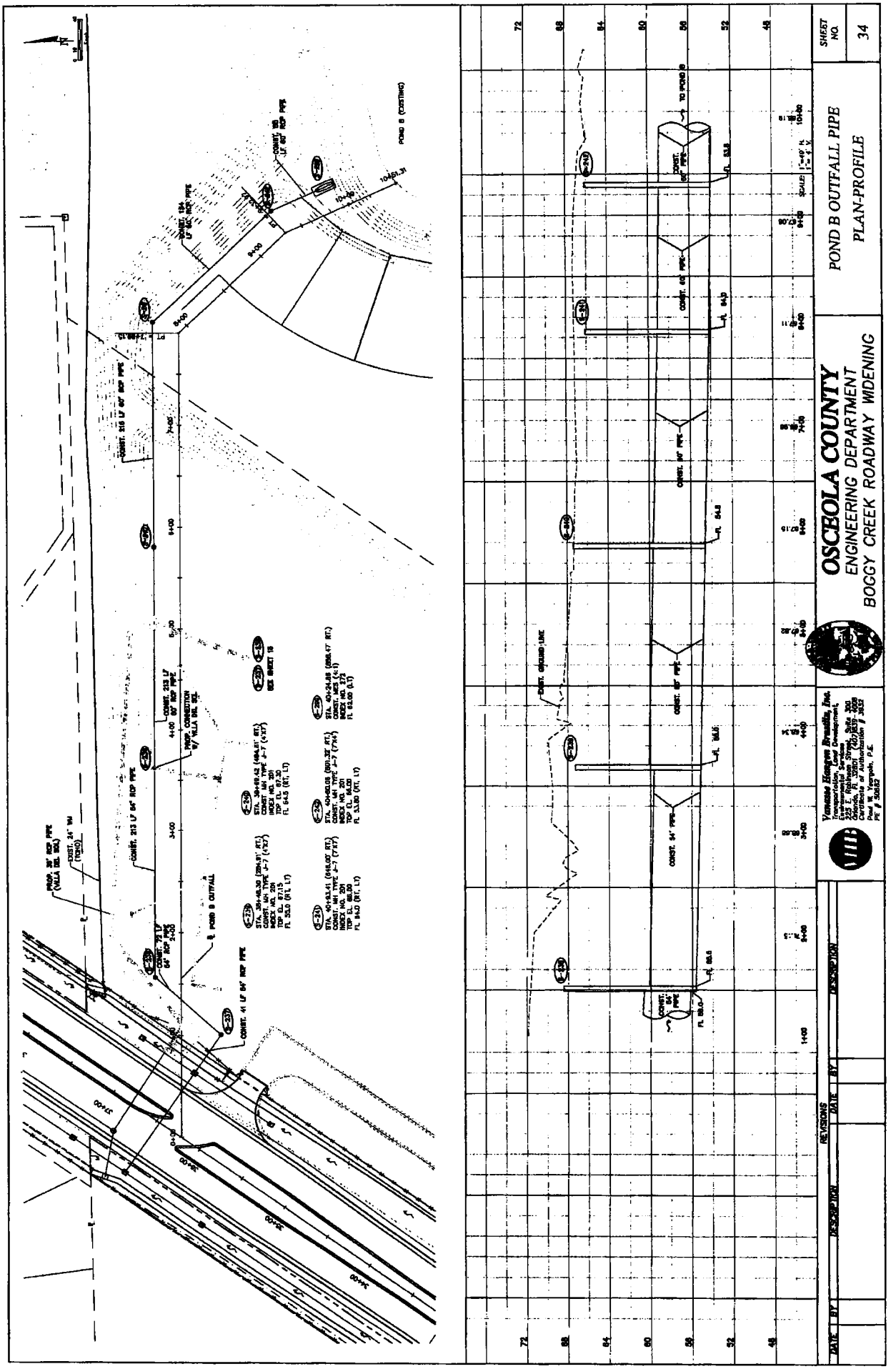
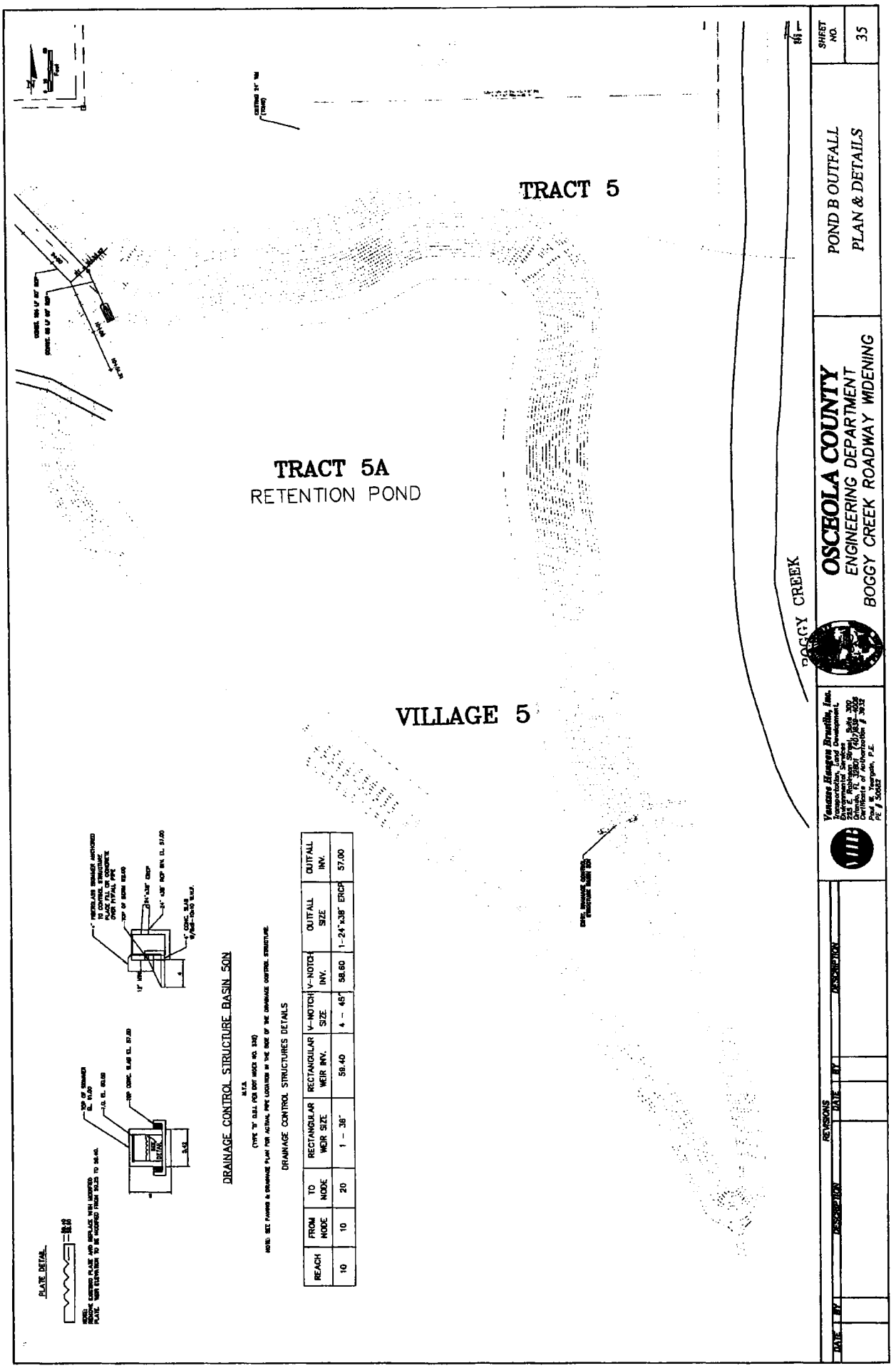

OSCEOLA COUNTY
ENGINEERING DEPARTMENT
BOGGY CREEK ROADWAY WIDENING
POND B OUTFALL PIPE
PLAN-PROFILE
SHEET NO.
34
REVISIONS
DESCRIPTION
DATE
BY
POND B (EXISTING)
TO POND B
CONST. 315 LF 60" RCP PIPE
CONST. 213 LF 60" RCP PIPE
CONST. 75 LF 60" RCP PIPE
CONST. 41 LF 60" RCP PIPE
PROP. CONNECTION W/ VILLA DEL SOL
PROP. 30" RCP PIPE (VILLA DEL SOL)
EXIST. 24" WM (TOHO)
CONST. 185 LF 60" RCP PIPE
CONST. 60" PIPE
CONST. 54" PIPE
CONST. 48" PIPE
CONST. 42" PIPE
CONST. ASPHALT LIKE
SEE SHEET 19
FL 84.0
FL 83.8
FL 83.6
FL 83.0
FL 84.5
FL 84.8
FL 84.9
FL 85.0
FL 84.60 (I.E.)
FL 83.30 (I.E.)
FL 84.30 (I.E.)
FL 85.0 (I.E.)
Yamasaki Hongwa Brunello, Inc.
Transportation, Land Development, Environmental Services
237 E. Robinson St. Suite 300
Orlando, FL 32801 (407)849-1090
Certificate of Authorization # 3632
Paul M. Yamasaki, P.E.
PE # 30482

Exhibit B



REACH	FROM NODE	TO NODE	RECTANGULAR WEIR SIZE	RECTANGULAR WEIR INV.	V-NOTCH SIZE	V-NOTCH INV.	OUTFALL SIZE	OUTFALL INV.
10	10	20	1 – 36"	58.40	4 – 45°	58.60	1-24"x38" ERCP	57.00

ATTACHMENT C

PLATE DETAIL

NOTE:
REMOVE EXISTING PLATE AND REPLACE WITH MODIFIED PLATE. WEIR ELEVATION TO BE MODIFIED FROM 59.25 TO 59.40.

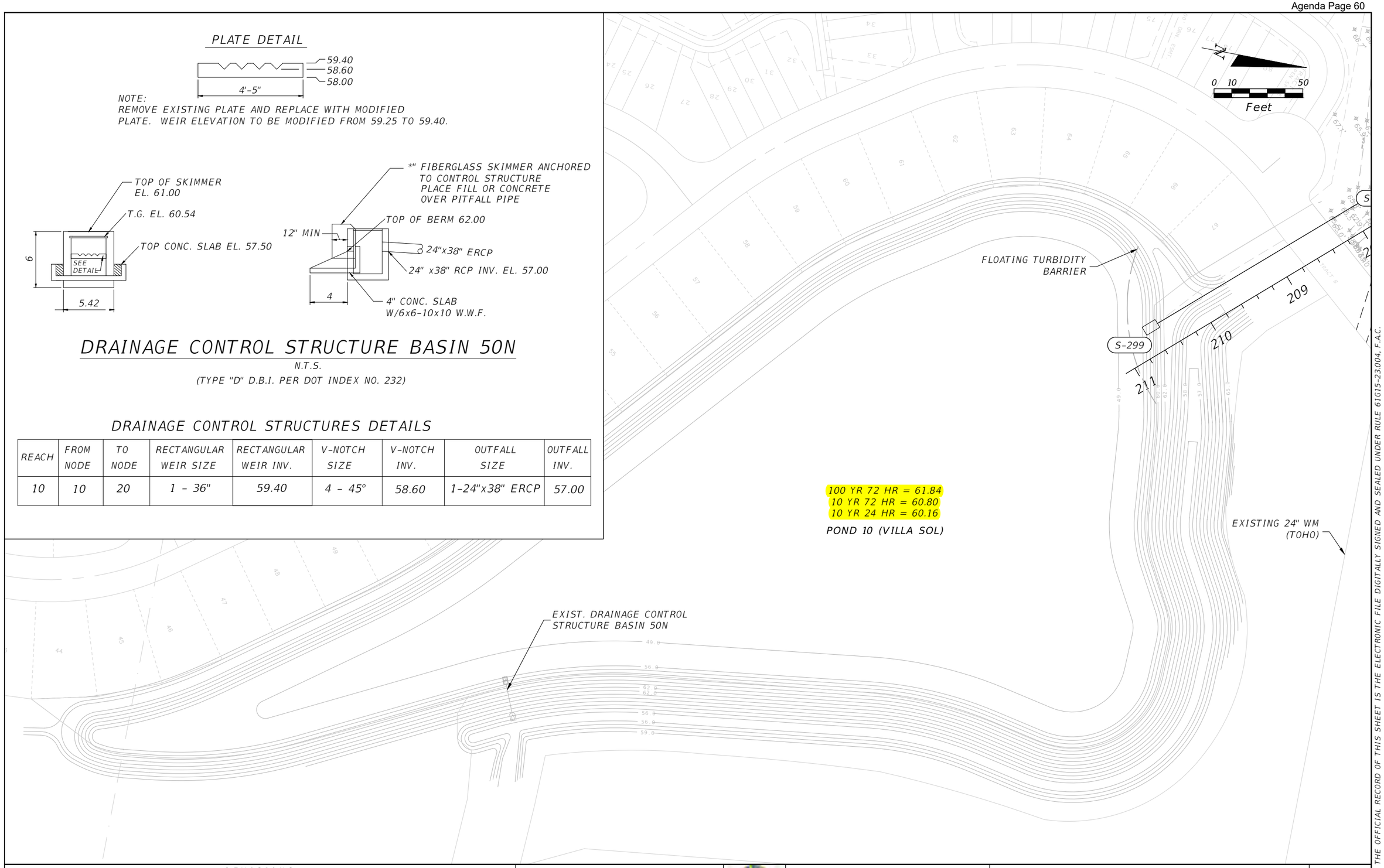
DRAINAGE CONTROL STRUCTURE BASIN 50N

N.T.S.

(TYPE "D" D.B.I. PER DOT INDEX NO. 232)

DRAINAGE CONTROL STRUCTURES DETAILS

REACH	FROM NODE	TO NODE	RECTANGULAR WEIR SIZE	RECTANGULAR WEIR INV.	V-NOTCH SIZE	V-NOTCH INV.	OUTFALL SIZE	OUTFALL INV.
10	10	20	1 - 36"	59.40	4 - 45°	58.60	1-24"x38" ERCP	57.00



THE OFFICIAL RECORD OF THIS SHEET IS THE ELECTRONIC FILE DIGITALLY SIGNED AND SEALED UNDER RULE 61G15-23.004, F.A.C.

REVISIONS			
DATE	DESCRIPTION	DATE	DESCRIPTION

vhb
Engineers | Scientists
Planners | Designers
225 E. Robinson Street, Suite 300
Orlando, FL 32801 (407)839-4006
Certificate of Authorization # 3932

Paul W. Yeargain, P.E.
PE # 50682

OSCEOLA COUNTY
FLORIDA

POND 10 OUTFALL PIPE PLAN-PROFILE 2

SHEET NO. 45

ATTACHMENT D

DALE BEASLEY CONSTRUCTION

111 E CENTRAL AVE, SUITE A **Phone 407-616-8769**
HOWIE IN THE HILLS, FL 34737

Villa Sol CDD

Proposal For:	Date	Job Name:
Villa Sol CDD	2/24/2023	Villa Sol CDD
Contact:	**Plan Date**	
Michelle Musantry		

	Scope of Work	# OF UNITS	UNIT TYPE	UNIT PRICE	TOTAL
1	MOBILIZATION & MOT	1	LS	1,882.59	$1,882.59
2	REMOVE AND REPLACE ASPHALT	300	SF	15.24	$4,572.13
3	REMOVE AND REPLACE ROAD BASE	300	SF	7.56	$2,266.56
4	HAUL OFF	11	YRD	65.60	$721.64
	SUB-TOTAL				**$9,442.92**
	TOTAL				**$9,442.92**

NOTES

SITEWORK

1) Construction staking inclusive of contract items only.
2) No handling or removal of Hazardous waste or substandard soil (MUCK) removal included unless specified.
3) No allowance has been made for the relocation of endangered plants or animals.
4) Construction Testing by others to be coordinated with Dale Beasley Construction.

UTILITIES/ STORM SEWER

1) Relocation conflicting utilities by others, if required (power poles, conduits, etc.)
2) Meters and boxes by others.
3) No Dewatering Included
4) No Laser Profiling of storm included or anticipated
5) Backflow tamper switch conduit & electrical by others
6) Material prices are subject to change due to current market instability, in that event prices may be subject to increase by the same percentage

ADMINISTRATION

1) This proposal is valid for 30 days from bid date.
2) Proposal inclusive of line items only.
3) No permits included, If required they can be obtained and charged by change order
4) Signs Quoted Meet County Standards Only Not Decorative
5) Dumpster pad by others

APPROVED DATE

Villa Sol CDD-Roadway Repair

Client Information:

Michelle Musantry

Dewberry

689-240-5705

mmusantry@dewberry.com

Project # 1262

MARCH 02, 2023

Project Information:

Puerta Del Sol Blvd/Via Otero Dr

Kissimmee, FL 34744

POTHOLE HEROES

DESCRIPTION	PRICE
Advanced MOT Plan: For (1) Day 1. Provide advanced MOT to include: Barricades/Barrels, Signage (Detour, Construcion Ahead, etc) and Flaggers. *Permits, fees, as-builds etc. not included	$2,789
Asphalt & Base Repair: (300) Square Feet 1. Sawcut and remove asphalt from area. 2. Excavate existing rock to depth of 11" 3. Compact excavated area. 4. Supply and install 8" of new rock base material, installed and compacted in 2 lifts (4 inches each) 5. Roll and compact new rock using a 3-5 ton roller. 6. Apply primer on rock. 7. Supply and install 3" of SP-9.5 asphalt, installed in 2 lifts with tack in between (1.5 inches each) 8. Roll and compact area with steel drum roller and rubber tire roller. 9. Haul away any related material *Not responsible for any future settling that may occur	$17,589
Total	$20,378

Exhibit A
Via Otero DR
Puerta Del Sol BLVD
25' x 12'
2925 PUERTA DEL SOL BLVD
417
91
Project Location
Villa Sol CDD - Osceola County, FL
Roadway Repair
February 2023
N
0 5 10 20
Feet

Let's Work Together

This Agreement, together with the following Attachments, constitute the entire agreement between the parties with respect to the subject matter hereof, and as of the date this Agreement is executed by both Parties, shall supersede any previous agreements or understandings, written or oral, between the Parties. All modifications to the applicable Compensation arrangement shall be in writing and signed by both Parties and shall not supersede the terms of this Agreement. This proposal pricing is valid for 30 days from the date sent.

Total price including any selected options: $20,378.00.

Pricing Valid for 30 days from date above

Payment Terms:

40% deposit, balance upon completion

SIGNATURE
Carlos Rodriguez

SIGNATURE
Michelle Musantry

Carlos Rodriguez
Account Manager | Pothole Heroes

Michelle Musantry
Graduate Engineer | Dewberry

We look forward to *working with you!*

Billing Information Required :

Name

Legal Billing Address

Company Legal Name

Billing Email

Phone

BEFORE WE START WORK

1. Pothole Heroes' needs suitable access to the work area unless it is dependent upon or in conjunction with the work of others. In that case, such work shall be performed and completed before arrival so that Pothole Heroes can work uninterrupted in a single shift operation.
2. Unless otherwise agreed, all vehicles must be removed from the work area no later than 7:15 am to deliver the project work on schedule.
3. Tow Trucks need to be arranged five days before starting work and must be on call to remove cars from the scheduled work zone as necessary.
4. The Customer is financially responsible for towing services and any created delays. If any cars are left in the area of work, Pothole Heroes cannot be held responsible for any damage to the vehicle.
5. Pothole Heroes will not be responsible for persons entering the work area, tracking materials or paint, or any damages to cars or persons trespassing in the designated areas.
6. Existing asphalt or concrete cracks with vegetation growing in them should be prepared with several weed killer treatments before Pothole Heroes' arrival.
7. The sprinkler system should be turned off 24 hours before the commencement of your project and stay off 48 hours after completion of the project. The surface must be dry for our arrival as areas where the newly sealed pavement is wet may wear prematurely.
8. Suspend lawn cutting during the work period.
9. Please ensure street sweepers are cancelled during the sealcoating projects and should not be used on newly sealcoated areas.
10. Dumpsters in the scheduled area must be removed or moved to another location. Dumpsters not moved will be subject to additional fees.

CUSTOMER EXPECTATIONS

1. New pavement is susceptible to scuffing and marks until it has properly cured.
2. Large cracks in the existing asphalt may reflect through the new asphalt in time.
3. There will be tire' tracking'-this cannot be avoided, but the tracking marks will disappear in time.
4. The asphalt surface placed on this project will not have the finish and look of a sealcoat application. If a sealcoat is desired later, Pothole Heroes will be happy to quote you separately.
5. Sealcoating is not a crack filler. All existing cracks in the pavement will still be visible after sealcoating.
6. Pothole Heroes cannot guarantee the elimination of standing water.

CONTRACT TERMS AND CONDITIONS

1. Our proposals are limited to included items only. Anything not explicitly contained is excluded from the contract.
2. Any alteration or deviation from proposal specifications involving extra costs will be executed only upon written orders and will become an additional charge over and above the estimate.
3. The proposal or contract provided, including all stated terms and conditions, shall become a legally binding attachment to any contract entered between Pothole Heroes and the financially responsible company for which the work will be performed.
4. All deposits are non-refundable upon cancellation of the contract by the client for any reason.

5. Pothole Heroes recommends a Civil Engineer be retained for ADA upgrades. As such, Pothole Heroes makes no claim that ADA upgrades will meet any/all local, state, and federal guidelines on ADA compliance.
6. For projects requiring city or county permits, Pothole Heroes will coordinate the process and charge an Actual Permit & Procurement Fee of $495.00 per permit, plus the actual cost of the permit(s).
7. Any additional work required by the permit(s) will be extra to the contract amount.
8. Any work performed by Pothole Heroes which work is on public property, the(Client/Owner) agrees and understands that the project property it owns shall be charged with all indebtedness hereunder.
9. In the event of any litigation or other proceeding arising out of this agreement, the prevailing party shall be entitled to collect its attorneys' fees and all costs of litigation from the other party, including appellate attorneys' fees.
10. All accounts past due will incur a finance charge of 18% per annum.
11. Pothole Heroes reserves the right to withdraw the proposal at any time before the commencement of work should material price fluctuations rise significantly.
12. Any additional mobilizations for Paving will be billed at a rate of $5,500.00 each. Any additional mobilizations for Sealcoating will be billed at a rate of $1,750.00 each.
13. Delays to Pothole Heroes of a Maintenance Crew shall be paid at a rate of $200.00 per half hour, and delays to Pothole Heroes of a Paving and/or Milling Crew shall be paid at a rate of $350.00 per half hour by the Customer.
14. Any broken car stops will be replaced at an additional cost of $60.00 each.
15. There will be a charge of $47.50 above the Contract amount to dispose of used materials at an approved environmentally compliant waste facility.
16. Reflective Pavement Markers (RPMs) are excluded from the warranty.
17. Any additional reflective pavement markers required by city code will incur a charge of $10.00 each added to the contract amount.
18. Pothole Heroes will not be responsible for damage to grass, sod, irrigation, or any other underground utilities.
19. Excavated materials will be left in the islands/landscaped areas.
20. Pothole Heroes will not be responsible for unforeseen conditions that arise; they may result in additional costs to the Customer.
21. Pothole Heroes guarantees its' sealer products against peeling or flaking of stable asphalt for (1) year, excluding normal wear and tear.
22. Newly seal-coated areas will be barricaded for 24-48 hours after project completion. It is the Customer's responsibility to keep the site clear to allow proper curing of the material. Failure to do so will void any warranty.
23. Pothole Heroes guarantees all workmanship and materials for up to (1) year, excluding normal wear and tear. The warranty starts at the conclusion of work and is not valid until payment has been made in full.

I have read and accept these terms and conditions:

INITIALS
Michelle Musantry

PROPOSAL

ALL TERRAIN TRACTOR SERVICE, INC.

1980 Camron Ave
Sanford, FL 32771
P: (386) 218-6969 F: (386) 218-6970
www.allterraintractorservice.com

Project Name:	**Villa Sol CDD**
Project Phase:	**Road Repair Around Storm Inlet**
Job Number:	**Work Area 25'x12'**
Project Address:	**3150 Via Palma Ln**
City, State, Zip:	**Kissimmee, Fl 34744**
Proposal Date:	**Monday, March 6, 2023**

Proposal price good for 30 days from the date of this proposal.

Prepared for: **DewBerry**
Address: **800 N. Magnolia Ave. Suite 1000**
City. State, Zip: **Orlando, Fl. 32803-3251**

Contact: **Michelle Musantry**
Phone: **689-240-5705**
Cell: **304-685-1435**
Email: Mmusantry@Dewberry.com

Scope of Work

1. Under The Terms and Conditions of This Proposal. All Terrain Tractor Service Inc, Hereby Proposes to Provide Labor, Materials, Supervision Necessary **to Complete "ONLY" the Described Line Items Listed Below. No Other Work expressed or Implied in This Proposal.**

Qualifications & Exclusions

1. There are **No bonds** included in this proposal. If any are required, they will be at an additional cost.
2. There is No handling of contaminated, hazardous, or unsuitable materials included in this proposal. If any is required, it will be at an additional cost.
3. There are **No permits** included in this proposal. If any are required, they will be at an additional cost.
4. Proposal price is based on the assumption that this project will require red-lined as-builts only. If certified as-builts are required, they will be at an additional cost.
5. There is **No Striping** included in this proposal. If any is required, it will be at an additional cost.
6. There is **No Night Work or Plant Opening Fee's** included in this proposal. If any is required, it will be at an additional cost.
7. Any electrical, power, gas, CATV, telephone, utilities relocated or removed by others.
8. There is **No Sod, Landscaping, or Irrigation or Irrigation Repairs in this Proposal.** If needed it will be an additional Costs.
9. **This Bid is Based Soley on Information Provided by Others. All Terrain Accepts No Responsibilty to Unforeseen Differences.**

Architect/Designer: **Dewberry Email From Michelle**
Addendums RCVD:

SCOPE	PLANS RECEIVED	DATED
Site/Civil	Pictures, Location, & Details for road repair Provided By Dewberry	2/13/2023

CODE	DECRIPTION	QTY	UOM	UNIT PRICE	TOTAL
	Mobilization	1	LS	$1,800.00	$1,800.00
	Locates & Verification	1	LS	$250.00	$250.00
	Density Tests	3	EA	$550.00	$1,650.00
	MOT/ Cones/ Flagmen	1	LS	$1,450.00	$1,450.00
	Supervision	16	HR	$65.00	$1,040.00
	Saw Cut Asphalt	80	LF	$5.00	$400.00
	Remove Asphalt, Base & Subgrade	300	SF	$12.50	$3,750.00
	12" Stabilized Existing Subgrade	35	SY	$53.35	$1,867.25
	12" Limerock Base	35	SY	$73.35	$2,567.25
	2.5" Type Asphalt SP 9.5/12.5	35	SY	$257.15	$9,000.25
	5/8 Type FC-9.5/12.5 Friction Course Not NeededSpeed Limit does not Exceed 45 MPH				**N/A**
				Proposed Total	**$23,774.75**

Landon Massa
All Terrain Tractor Service, Inc.
/ /

Michelle Musantry
DewBerry
/ /

Section 6

District Counsel

Subsection 6A

Insurance Information and Demand to Preserve Evidence

MOREY LAW FIRM, P.A.
250 N. Orange Ave., Ste. 1220, Orlando, FL 32801
Phone: (407) 426-7222 | Fax: (407) 426-7789 | www.moreylawfirm.com

January 19, 2023

VIA FIRST CLASS MAIL
AND CERTIFIED U.S. MAIL
RETURN RECEIPT REQUESTED

Villa Sol Community Development District
c/o Inframark, IMS
210 N. University Drive, Suite 702
Coral Springs, FL 33071

Villa Sol Residential Owners Association, Inc
c/o Artemis Lifestyle Services, Inc.
1631 E. Vine Street, Suite 300
Kissimmee, FL 34744

Re:	Request for Insurance Information and Demand to Preserve Evidence
Client:	Isaac Rivera
Location:	Entrance Gate Area of Villa Sol Neighborhood (Puerta Del Sol Blvd.)
DOI:	January 11, 2023 at approximately 10:00 A.M.

Dear Sir or Madame:

Please be advised that this firm represents the above client regarding personal injuries resulting from a shooting incident that occurred on the above-captioned date. I am sending this correspondence to formally notify you of my representation, request liability insurance information, and demand the preservation of certain evidence related to this incident.

REQUEST FOR INSURANCE INFORMATION

Pursuant to Section 627.4137 of the Florida Statutes, if you carry liability insurance, your insurance company should be contacted immediately concerning this incident. Additionally, please provide the undersigned with the following information regarding each knowing policy of insurance, including excess or umbrella coverage, which may provide liability insurance coverage for this incident.

1. Name of insurer(s);
2. Name of each insured;
3. Certified copy of limits of liability coverage:
    a. Personal injury,
    b. Property damage,

c. Medical expenses,
d. Personal injury protection,
e. Uninsured motorist and any other coverage;

4. A statement of any policy or coverage defense which your insurance company reasonably believes is available; and
5. Certified copies of any applicable policies.

The requested information must be provided within thirty (30) days from the date of this letter and must include a statement under oath by a corporate officer.

DEMAND FOR EVIDENCE PRESERVATION

In order to represent our client to the best of our ability, we must secure all potential evidence. At this time, we would like to request that you secure all evidence involved in this incident and make it available for our expert to inspect the same. Please contact our office to make arrangements for this inspection.

We demand you immediately preserve all evidence of any type related to the above-referenced incident *both at the entrance gate to the Villa Sol Neighborhood and any surrounding areas.* This request includes but is not limited to:

1. All photographs related to the above-referenced incident;
2. All audio and video recordings related to the above referenced incident, including all audio and video recordings of my client while on your premises on the date of the subject incident;
3. All documents, manuals, operating procedures, accident reports, and any other compilation of information without limitation that relate to or memorialize the above-referenced incident;
4. All audio and video recordings of the above-referenced incident;
5. All audio and video recordings of the area where the above-referenced incident occurred for the 5-day period preceding the incident;
6. All audio and video recordings of the area where the above-referenced incident occurred for the 24- hour period preceding the incident;
7. All audio and video recordings of the area where the above referenced incident occurred for 24- hour period following the incident; and
8. Any other item of evidence related to the above-referenced incident and your defenses to it.

We further demand that you preserve all documents, tangible things and electronically stored information related to or potentially relevant lo the above-referenced incident. You shall anticipate that much of the evidence we demand preserved is stored on current and former computer systems and other media and devices (including personal digital assistants, voice-messaging systems, online repositories, and cell phones. Electronically stored information (ESI) shall be afforded the broadest possible definition and includes, but is not limited to, potentially relevant information electronically, magnetically, or optically stored as:

9. Footage from all CCTV/security/surveillance cameras in the interior/exterior of the subject location from the date of the subject incident on which Plaintiff was depicted/captured;
10. Digital communications (e.g., e -mail, voice mail, instant messaging);
11. Cell phones text messages and cell phone photographs;
12. Word processed documents (e.g., Word or WordPerfect documents and drafts);
13. Spreadsheets and tables (e.g., Excel or Lotus 123worksheets);
14. Accounting Application Data (e.g., QuickBooks, Money, Peachtree data files);
15. Image and Facsimile Files (e.g., .PDF, .TIFF, .JPG, .GIF images);
16. Sound Recordings (e.g., WAVi and .MP3 files);
17. Video and Animation (e.g., AVI and .MOV files);
18. Databases (e.g., Access, Oracle, SQL Server data, SAP);
19. Contact and Relationship Management Data (e.g., Outlook, ACT);
20. Calendar and Diary Application Data (e.g., Outlook, PST, Yahoo, blog tools);
21. Online Access Data (e.g., Temporary Internet Files, History, Cookies);
22. Presentations (e.g., PowerPoint, Corel Presentations);
23. Network Access and Server Activity Logs;
24. Project Management Application Data;
25. Computer Aided Design/Drawing Files;
26. Back-up and Archival Files (e.g., Zip);
27. Social Networking sites (e.g., Facebook, LinkedIn, Instagram, etc.)

You shall take sound steps to preserve all ESI and evidence. Adequate preservation requires more than simply refraining from efforts to destroy or dispose of such evidence. You must also intervene to prevent loss due to routine operations and employ proper techniques and protocols to ensure preservation of all evidence and ESI. Be advised that sources of ESI are altered and erased by continued use of your computers and other devices. Booting a drive, examining its contents or running any application will irretrievably alter the evidence it contains and may constitute unlawful spoliation of evidence. Consequently, alteration and erasure may result from your failure to act diligently and responsibly to prevent loss or corruption of ESI and evidence. Nothing in this demand for preservation shall be understood to diminish your obligation to preserve all ESI and evidence related to, or potentially related to the above-referenced incident.

Do not alter the evidence in any way until we have had an opportunity to do our inspection. Failure to comply could be considered spoliation of evidence and could result in penalties assigned by the court.

If your insurance company has possession of the evidence, please forward a copy of this letter to them immediately. We will contact them and deal with your insurance company directly.

Should you have any questions or concerns, please do not hesitate to contact me at 407-426-7222. Thank you for your anticipated cooperation with this matter.

Very truly yours,

Roberto M. Vazquez, Esquire

Subsection 6B

District Management Proposals

VILLASOL COMMUNITY DEVELOPMENT DISTRICT REQUEST FOR PROPOSALS

Proposals Must Be Submitted No Later Than

2:00 P.M.

March 3, 2023

VILLASOL COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS

The VillaSol Community Development District ("VCDD") seeks proposals from firms interested in providing District Manager services to the VCDD in compliance with Chapter 190, Florida Statutes, Section 190.007.

Proposals shall be made to the VillaSol Community Development District, c/o Scott D. Clark, Esq., District Counsel, 1800 Town Plaza Court, Winter Springs, Florida 32708, prior to 2:00 PM on March 3, 2023. At approximately 2:05 PM, five (5) minutes after submittal deadline on March 3, 2023, the proposals will be opened publicly at this location. Proposals may be delivered in physical form to the location specified above or may be submitted electronically by sending them to sclark@winterparklawyers.com, with a copy to dtraub@winterparklawyers.com. It is the responsibility of the party submitting the proposal to obtain a delivery receipt for the proposal, regardless of the manner of delivery.

Proposals shall include a signed copy of the proposal. Proposals must comply with all of the specifications and instructions in the Request for Proposals, a copy of which may be obtained by contacting VCDD's District Counsel, Scott D. Clark, Esq. via email at sclark@winterparklawyers.com.

VCDD reserves the right to reject any or all proposals, to waive technicalities, to re-advertise, and to otherwise conduct this Request for Proposals in the manner it deems to be in the best interests of the VCDD.

Prospective firms, as well as any agents, representatives or persons acting at the request of such prospective firms, shall be prohibited from discussing any matters related in any way to this Request for Proposals with any VCDD officer, agent, or employee, other than the VCDD's District Counsel, Scott D. Clark, Esq., or as may otherwise be directed in the Request for Proposals.

VILLASOL COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS

GENERAL INSTRUCTIONS

VillaSol Community Development District ("VCDD") seeks proposals from firms interested in providing District Manager services to VCDD, and which shall specifically include those district management services set forth in Exhibit A hereunder and all anticipated Miscellaneous Fees contained in Exhibit B hereunder.

Proposals shall be made to the VillaSol Community Development District, c/o Scott D. Clark, Esq., District Counsel, 1800 Town Plaza Court, Winter Springs, FL 32708, prior to 2:00 PM on March 3, 2023. At approximately 2:05 PM on March 3, 2023, the proposals will be opened publicly at the 1800 Town Plaza Court, Winter Springs, FL 32708. Proposals received after the established deadline will not be opened.

Proposals shall include a signed copy of the proposal. Proposals must comply with all of the specifications and instructions in this Request for Proposal ("RFP").

1. PURPOSE

VCDD is seeking proposals from qualified firms interested in providing District Manager services to the VCDD. VillaSol is a planned unit development approved for 798 residential units and approximately fifteen (15) acres for commercial use, located in the north central portion of Osceola County at the intersection of Simpson Road (State Road 530) and the Osceola Parkway, just south of the Orange/Osceola County line. The Osceola Parkway is a major east/west four-lane arterial roadway that connects Simpson Road to Interstate 4 and serves to move traffic from the Florida Turnpike to World Drive located at Walt Disney World. There is an HOA in the community. The assets which fall under the management of the VCDD, include but may not be limited to:

1. Roadways and a gatehouse
2. Various sidewalks throughout the community.
3. Perimeter fencing.
4. Storm sewer system.
5. Lakes, ponds and preserves throughout the community.
6. Certain common areas and conservation areas.
7. A clubhouse, pool and other recreational facilities

A detailed maintenance map of the community is available upon request.

2. SELECTION CRITERIA

The following criteria will be used in selecting the proposal that meets the best interest of the District:

1. The firm's experience and expertise in providing District Manager services to community development districts and similar entities. Please provide Five (5) references from current CDD Customers.
2. The firm's proposed staffing, management structure, devoted resources, in-house capabilities, and ability to provide all required District Manager services in a competent and timely manner.
3. Approach to District Management, cost-control techniques, pricing and fee schedule.
4. Ownership status and employment practices.

3. PREPARATION OF PROPOSAL

An authorized representative of the firm shall sign the proposal and all of the required forms attached to this RFP.

If the firm is a partnership, the proposal shall provide the names and addresses of all partners, and the proposal shall be signed by at least one partner with authorization to act on behalf of the partnership.

If the firm is a corporation, the proposal shall provide the name of the state in which the corporation's articles are held. The proposal must be signed in the name of, and under the seal of, the corporation, by a duly authorized officer or agent of the corporation, and their address must be given. Such officer or agent must present legal evidence that they have lawful authority to sign said bid, that the signature is binding upon the corporation, and that the corporation has a legal existence. In the event that any corporation, organized and doing business under the laws of any foreign state, is selected as the winning firm, such corporation shall present evidence before a Purchase Order for said work is executed, that it is authorized to do business in the State of Florida.

VCDD shall not be responsible for any expenses incurred by the firm in preparing or submitting a proposal in response to this RFP, nor any expenses associated with interviews, presentations or contract negotiations related to the proposal.

4. CLARIFICATION AND INTERPRETATION

Any comments, questions, or requests for clarification, interpretation or additional information concerning the RFP shall be submitted in writing, or by e-mail to the VCDD District Counsel, at the contact information below on or before 12:00 PM on February 17, 2023. Firms are not entitled to rely upon, and VCDD will not be bound by, any oral interpretations given by VCDD or its staff or representatives. Written addenda or determinations issued by the VCDD are the only method by which this RFP may be clarified, interpreted or modified. If any such written decisions are issued, VCDD will make reasonable efforts to notify all firms, and will generally post such written decisions on VCDD's website, www.villasoldcdd.org. However, each firm shall be responsible for contacting the VCDD District Counsel prior to submitting its proposal to determine if any such written addenda have been issued and to amend their proposal as necessary.

VillaSol Community Development District
Scott D. Clark, Esq., District Counsel
1800 Town Plaza Court,
Winter Springs, Florida 32708

Alternatively, via email at: sclark@winterparklawyers.com

5. CORRECTION OR WITHDRAWAL OF PROPOSALS

Correction or withdrawal of inadvertently erroneous bids or proposals before or after opening, or cancellation of awards or contracts based on mistakes, may be permitted in the sole discretion of the VillaSol Community Development District. In any bid based, in whole or in part, upon a price calculated by multiplying a unit cost by the number of units to be purchased, the accurate calculation of price shall control over a total price that is based on an error in such calculation. Bids or proposals may be modified or withdrawn by written notice received by the VCDD District Counsel at 1800 Town Plaza Court, Winter Springs, Florida 32708, or, alternatively, via email to sclark@winterparklawyers.com prior to the time set for opening of bids or proposals. After the opening, corrections shall be permitted only to the extent that the person submitting a bid or proposal can show by clear and convincing evidence that a mistake of a nonjudgmental character was made, the nature of the mistake, and the price and term of the bid or proposal actually intended. The person submitting the bid or proposal with the lowest price alleging a material mistake of fact may be permitted to withdraw their bid or proposal if:

a. The mistake is clearly evident on the face of the document but the intended correct bid or proposal is not similarly evident; or

b. The person submits evidence that clearly and convincingly demonstrates that a mistake was made.

6. PUBLIC PRESENTATIONS

VCDD may conduct discussions with and may require public presentations by firms, regarding their qualifications and ability to furnish the required services. VCDD shall not be responsible for any expenses incurred for public presentations.

7. PUBLIC RECORDS

The firm understands that upon receipt of the proposal by the VCDD, the proposal documents become a "public record," as defined in Chapter 119, Florida Statutes, and those documents are subject to public disclosure in accordance with that Chapter.

8. ANTI-COLLUSION

By offering a proposal in response to this RFP, the firm is certifying that it has not colluded in any way with any other firm or parties to the proposal, or made any communication that would be reasonably understood to be detrimental to the public purpose of the RFP process, and will not do so during the RFP process. Such prohibited communications include but are not limited to discussion of prices and data with competitors or other applicants, attempting to induce other firms not to submit proposals, and the employment of a person or agency to solicit or secure this contract upon a commission, percentage, brokerage, or contingent fee arrangement.

9. PUBLIC ENTITY CRIMES STATEMENT

As required by Section 287.133, Florida Statutes, a person or affiliate who has been placed on the convicted contractor list following a conviction for a Public Entity Crime may not submit a bid on a contract to provide any goods or services to a Public Entity, may not submit a bid on a contract with a Public Entity for the construction or repair of a public building or a public work, may not submit bids on leases of real property to a Public Entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or contractor under a contract with any Public Entity, and may not transact business with any Public Entity in excess of the threshold amount provided in s. 287.017 for Category Two for a period of 36 months from the date of being placed on the convicted contractor list. Any person must notify the VCDD within 30 days after a conviction of a Public Entity crime applicable to that person or to an affiliate of that person. It is required that the attached Public Entity Form be signed and returned to this office with the proposal.

10. LOBBYING PROHIBITED

Upon the issuance of this RFP, all prospective firms, and any agent, representative or person acting at the request of such prospective firm, shall be prohibited from discussing any matters related in any way to this RFP with any officer, agent, or employee of the VCDD, other than the VillaSol Community Development District, c/o Scott D. Clark, Esq., District Counsel, 1800 Town Plaza Court, Winter Springs, Florida 32708 or, alternatively, via email at: sclark@winterparklawyers.com, or as may otherwise be directed in this RFP.

11. CANCELLATION

All contracts arising out of this RFP process shall provide that the VCDD shall have the right to unilaterally cancel, terminate or suspend the contract, in whole or in part, by providing thirty (30) days written notice by certified mail.

12. DISCRETION OF THE VCDD

VCDD reserves the right to accept any or all proposals, to reject any or all proposals, to waive any technical errors or omissions, and to request resubmission or clarification from any or all applicants. VCDD reserves the right to select any proposal that meets the requirements of this RFP and shall have sole discretion to determine which proposal is in the best interests of VCDD.

13. PROHIBITED INTERESTS

(a) No VCDD officer, employee, or agent shall participate, directly or indirectly, in the selection of a contractor, or in the award or administration of a contract if such officer, employee, or agent, or a spouse, child, parent, brother or sister of such officer, employee or agent, or a person that employs any of the above has an interest, financial, or otherwise, in a person or entity submitting a bid or proposal, except where such interest is not substantial and such interest is disclosed to and approved by the VCDD Board of Supervisors prior to such participation.

(b) No VCDD officer, employee, or agent shall solicit or accept a gratuity, favor or anything of monetary value from contractors, bidders, offerors or any person with an interest in a contract

except where such is unsolicited, of a nominal value and disclosed to the VCDD Board of Supervisors and the Board of Supervisors approve acceptance thereof.

(c) No VCDD officer, employee or agent that participates, directly or indirectly, in the procurement process shall be employed by any person or firm bidding for or contracting with the VCDD for contracts hereunder.

14. MINORITY BUSINESS ENTERPRISES

VCDD hereby notifies prospective firms that it will ensure that minority business enterprises will be afforded full opportunity to participate in response to this RFP, and that during the RFP and subsequent contract negotiation process, no party will be discriminated against based on race, color, creed, sex, age, national origin, or disability. Anyone requiring accommodations to access any public meetings required as part of the RFP or contract process should contact VillaSol Community Development District, c/o Scott D. Clark, Esq., District Counsel, 1800 Town Plaza Court, Winter Springs, Florida 32708 or, alternatively, via email at: sclark@winterparklawyers.com, at least 24 hours in advance of the meeting.

15. EQUAL EMPLOYMENT

Firm shall not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, national origin, or handicap.

16. COMPLIANCE WITH THE LAW

The act of submitting a response to this bid shall constitute an agreement by the firm that they have made themselves familiar with, and shall at all times observe and comply with, Federal, State, and Local laws, ordinances, codes, and regulations. No plea of misunderstanding will be considered on account of ignorance thereto. The firm shall indemnify and hold harmless the VCDD and all of their officers, agents, employees, or representatives from all suits, actions, or claims arising from or based on the violation of any such laws, ordinances, codes, and regulations whether by themselves, their employees, subcontractors, or agents.

17. ASSIGNMENT OF CONTRACT

The winning firm shall not be permitted to assign the contract without the written consent of the VCDD.

18. DISPUTE AND COMPLAINT

All complaints or grievances during the RFP process should be first submitted in writing to the VCCD District Counsel who will take prompt remedial action. The VCCD District Counsel shall investigate the validity of the complaint and present the findings in writing to the firm. If the firm is dissatisfied with the remedies, they may then make a written appeal, in accordance with Section 3.0 of the VCDD Rules. This policy does not preclude consideration of legal questions in connection with any decisions made by the VCDD.

19. INSURANCE REQUIREMENTS

The successful firm(s) shall be required to supply, at their cost, the following minimum insurance coverage:

A. *Workers Compensation:* Coverage to apply for all employees for Statutory Limits in compliance with the applicable state and federal laws. The policy must include Employers' Liability with a limit of $500,000 each accident; $500,000 each employee; and $500,000 policy limit for disease.

B. *Professional Liability Insurance:* with minimum $1,000,000 per occurrence for this project with a $2,000,000 policy term general aggregate. Coverage shall be extended beyond the policy year term either by a supplemental extended reporting period (ERP) with as great of duration as available, with no less coverage and reinstated aggregate limits, or by requiring that any new policy provide a retroactive date no later than the inception date of claims made.

C. *Comprehensive Commercial General Liability Insurance:* Occurrence form required. Aggregate must apply separately to this contract/job. Minimum $500,000 each occurrence; $1,000,000 general aggregate; $1,000,000 products and completed ops; and $100,000 fire damage.

D. *Automobile Insurance:* To include all vehicles owned, leased, hired and non-owned vehicles with limits of not less than $1,000,000 per each accident and for property damage and bodily injury, with contractual liability coverage for all work performed under this agreement.

E. VillaSol Community Development District is to be named additional insureds on Comprehensive Commercial General Liability Policy and the Business Auto Policy. Certification of same shall be required. All certificates of insurance must be on file with and approved by the VCDD before commencement of any work activities.

F. Any and all deductibles to the above referenced policies are to be the responsibility of the successful firm.

G. *Hold Harmless:* VCDD shall be held harmless and indemnified against all claims for bodily injury, sickness, disease, death or personal injury or damage to property, or loss of use resulting from or arising out of performance of this agreement or contract, unless such claims are a result of VCDD's sole negligence. VCDD shall also be held harmless and indemnified against all claims for financial loss with respect to the provision of or failure to provide professional or other services resulting in professional, malpractice, or errors or omissions liability arising out of performance of this agreement or contract, unless such claims are a result of VCDD's sole negligence.

FIRM'S CERTIFICATION

STATE OF
COUNTY OF

I, _____, of _____ (company), submitting to furnish the following described materials, equipment, and/or services to the VillaSol Community Development District ("VCDD").

HEREBY CERTIFIES THAT:

1. Bidder/Firm has thoroughly inspected the specifications or request for proposal and understands the terms and conditions thereof and they are incorporated by reference in the bid or proposal for said goods or services, and have verified measurements, if applicable.
2. The bid or proposal is Contractual and binding and shall be valid for not less than ninety (90) days from the date of bid opening. A longer time may be set out in the bid, the proposal, or as negotiated between the Bidder/Firm and VCDD.
3. The bid or proposal is made by a person authorized to bind the Bidder/Firm.
4. The bid or proposal is made without unlawful collusion between another Bidder/Firm or potential Bidder/Firm, or with any officer or employee of VCDD.
5. The bid or proposal is in full compliance with the Copeland Anti-kickback statute.
6. The bidder does not discriminate on the basis of race, color, national origin, sex, religion, age, or handicapped status in employment or in the provision of services.

_____

Print Name: _____

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of_____, 2023, by _____, as _____ (title) of _____ (name of company), on behalf of ____(type of entity). Who is personally known to me, or Who produced _____as identification, who did take an oath, and who acknowledged before me that he executed the same freely and voluntarily for the purposes therein expressed.

(Notary Seal)

_____

Signature

_____

Print Name
NOTARY PUBLIC-STATE OF _____
My Commission Expires: _____
Commission No. _____

NO LOBBYING AFFIDAVIT

STATE OF _____

COUNTY OF _____

This, _____, of , 20___, _____ being first duly sworn, deposes and says that he or she is the authorized representative of _____ (Name of the authorized Contractor , Contractor or individual), maker of the attached request for proposal released by VillaSol Community Development District, and that the Firm and any of its agents agrees to abide by VillaSol Community Development District's no lobbying restrictions in regards to this solicitation.

Affiant _____

The foregoing instrument was acknowledged before me this _____ day of_____, 20 _ , by_____(name of person, officer, or agent, title of officer or agent), of _____ (name of corporation or partnership, a _____ (state of incorporation or partnership, if applicable).

Who is personally known to me,

Who produced_____as identification, who did take an oath, and who acknowledged before me that he executed the same freely and voluntarily for the purposes therein expressed.

(Notary Seal)

Signature _____

Print Name _____

NOTARY PUBLIC-STATE OF _____

My Commission Expires: _____

Commission No. _____

SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to VillaSol Community Development District ("VCDD") by:

(Print individual's name and title)

_____

For:

(Print name of entity submitting sworn statement)

Whose business address is:

And (if applicable) its Federal Employer Identification Number (FEIN) is:

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement .)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), FLORIDA STATUTES, means a violation of any state oar federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1) (b), FLORIDA STATUTES, means a finding of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1) (a), FLORIDA STATUTES, means:

a. A predecessor or successor of a person convicted of a public entity crime; or

b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one (1) person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arms-length agreement, shall be a prima facie case that one (2) person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (36) months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1) (e), FLORIDA STATUTES, means any natural person or entity organized under the laws of any state of the United States with the

legal power to enter into a binding contract and which bids or apples to bid on contracts for the provision of goods or services let by a public entity or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement (indicate which statement applies).

_____ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one (1) or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the pubic interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICE FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMONT PROVIDED IN SECTION 287.017, FLORIDA STATUTES, FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Date: _____

Signature

STATE OF _____
COUNTY OF_____

The foregoing instrument was acknowledged before me this _____ day of _____, 20___, by _____, as _____ of _____ _____ , on behalf of _____.
Who is personally known to me, or Who produced _____as identification, who did take an oath, and who acknowledged before me that he executed the same freely and voluntarily for the purposes therein expressed.

(Notary Seal)

Signature_____

Print Name_____
NOTARY PUBLIC-STATE OF _____
My Commission Expires:_____

Commission No.

_____

EXHIBIT "A"

VILLASOL COMMUNITY DEVELOPMENT DISTRICT
MANAGEMENT SERVICES STATEMENT OF WORK

GENERAL INFORMATION

VillaSol is a planned unit development approved for 798 residential units and approximately fifteen (15) acres for commercial use, located in the north central portion of Osceola County at the intersection of Simpson Road (State Road 530) and the Osceola Parkway, just south of the Orange/Osceola County line. The Osceola Parkway is a major east/west four-lane arterial roadway that connects Simpson Road to Interstate 4 and serves to move traffic from the Florida Turnpike to World Drive located at Walt Disney World. VillaSol also includes extensive amenities including a 3,800-sq. ft. clubhouse, swimming pool, playgrounds, a basketball court, tennis courts and several acres of wooded trails that wind throughout the community. Property in VillaSol is owned by numerous individuals and entities.

The District is responsible to manage its lakes and wetlands under a permit from the South Florida Water Management District.

The District desires to employ the services of a qualified contractor to provide management, financial and accounting advisory services under the following statement of work.

STATEMENT OF WORK

This statement of work (SOW) defines the Management Services that shall be provided to the District Board of Supervisors.

I. GENERAL CONSULTATION, MEETINGS AND DISTRICT REPRESENTATION

The Manager shall:

a. Assign a District Manager (Manager) subject to Board of Supervisor's approval. As the Manager, consult with the District Board of Supervisors and its designated representative, and when necessary, participate in such meetings, discussions, project site visits, workshops and hearings as may pertain to the administration, accomplishment and fulfillment of the professional services set forth herein with regards to the projects and general interest of the District.

b. Provide consultation and representation work with pertinent public agencies and private individuals in connection with the interests of the District. The service to be provided shall also include, but not be limited to planning, scheduling, production and quality control; coordination and administration of various professional service elements.

c. Attend regular and special meetings of the Board of Supervisors.

d. Manage the activities of the District financial consultants (i.e., accounts, financial advisors, Trustee as necessary so that required reports are made timely to bondholders, State Comptroller and Auditor General of the State of Florida.)

e. Coordinate activities between the District's Engineer for infrastructure and operations and maintenance to ensure that all District operations are conducted in accordance with the required permits and regulations.

f. Coordinate with the District's legal counsel to ensure that all District operations are conducted in accordance with Chapter 190, Florida Statutes and all other related Florida Statutes.

g. Prepare, coordinate, and submit to the District's Board of Supervisors a proposed Annual Budget and administer the Adopted Budget of the District.

h. Review draft audited financial statements from independent auditors, management letter suggestions and internal control opinions issued by the auditor.

i. Coordinate activities between the District, County, property Appraiser and Tax Collector's office pursuant to Chapters 197, 190, and 170, Florida Statutes.

j. Coordinate filing of any special assessment tax roll with County and City governments by the District's financial advisor.

k. Support District contract negotiations as needed.

l. Assign and oversee a Field Manager. Consult with and advise the District's Board of Supervisors on matters related to the operation and maintenance of District's property.

m. Coordinate the activities and advise any advisory boards of the District.

n. Implement the policies established by the District, in connection with the operation of the District.

o. Immediately notify the Board of Supervisors and other interest parties of any major issue that could have a negative impact the District.

p. Provide all other services necessary to effectively manage the operation of the District.

II. ADMINISTRATIVE SERVICES

The Manager shall:

a. Notice all public meetings and other required legal advertising (i.e., public bidding, rates and rule amendments) in accordance with Chapters 189 and 190, Florida Statutes.

b. Prepare Board meeting agenda packages and submit same to the Board of Supervisors in accordance with meeting schedule.

c. Record and transcribe summarized meeting minutes, review for correctness, and provide same to the Board of Supervisors.

d. Maintain an action item list, oversee open items until completion, and recommend closure of each action by the Board of Supervisors.

e. Serve as the District's agent in disseminating information that is requested pursuant to the public records of the State of Florida.

f. Prepare correspondence and other reports as required.

g. Maintain District files in accordance with public record laws.

h. Provide and maintain a District's website for communications with residents in the community.

i. Transmit approved minutes to local governing authorities.

III. GENERAL SERVICES

The Manager shall provide the following Annual services:

a. Establish an annual calendar of activities relating to:

1. Accounting/financial reporting
2. Milestone dates for annual audits (preliminary, start, field work, draft report, and final report.)

3. Arbitrage calculation dates.
4. Bond compliance pursuant to the trust indenture.
5. Budget process dates.
6. Special assessment certification dates.

b. Implement internal controls and procedures providing adequate segregation of duties and proper separation between various funds and account groups in order to safeguard District assets including bank accounts, and check stock.

c. Maintain books and records and related back-up documentation for all fund types and account groups consistent with Government Generally Accepted Accounting Principles; including:

1. General fund (O&M)
2. Capital project funds
3. Debt service fund (including revenue and reserve funds)
4. Fixed asset account group
5. Long-term debt group

d. Establish bond compliance tracking procedures and completion of all requirements.

e. Coordinate year-end financial audits, including meeting with and providing all requested information needed by the auditor to timely perform said audit and to review audit invoices to ensure that audit work remains within authorized limits.

f. File audited financial statements and annual financial report to local governments and State agencies in accordance with Florida Statutes and District's bond covenants.

g. Coordinate annual arbitrage calculations with arbitrage consultants and ensure that deposits into the related accounts are made by the Trustee as identified by the arbitrage rebate calculation.

h. File, as required, certificates requesting exemption from County and City taxes.

i. File Federal and State taxes, when required.

j. Ensure District maintains adequate insurance. (i.e., general liability, public officials' liability/error and omissions and property).

k. File required reports for local government (i.e., public depositors report, public facilities report.)

The Manager shall provide the following Monthly services;

a. Issue monthly financial statements to the Board of Supervisors and all other interested parties.

b. Issue monthly action item list tracking open issues and recommending closure for Board of Supervisor's approval.

c. Reconcile monthly investment statements:

    1. Review investment types to determine whether they comply with indenture requirements and meet District cash flow needs.

    2. Direct Trustee on investment portfolios.

    3. Review investment performance

d. Review and process all general operating expenditures incurred by the District to ensure payment are in accordance with approved contracts, which include obtaining Board approval and disbursement from the appropriate funds.

e. Provide any additional financial reporting that maybe requested by Board of Supervisors.

f. Maintain database for assessment roll.

IV. FIELD MANAGEMENT SERVICES

The Manager's Field Manager shall:

a. Coordinate activities with the District Manager for planning, developing, controlling and evaluating field maintenance contracts and programs.

b. Develop and oversee the annual maintenance program as identified in the adopted budget of the District, develop policies, purchase requests and conduct competitive bidding, when necessary.

c. Review and sign purchase orders and service contracts to facilitate field operations. Approve invoices for payment.

d. Direct District contractors who provide installation, repair and maintenance of District properties including:

    1. Roadways and Gatehouse

    2. Landscaping

    3. Irrigation systems

    4. Common fences and walls

    5. Stormwater Facilities, Ponds and lakes

    6. Clubhouse and other recreational amenities

e. Develop and implement a capital improvement plan based on the approved District Reserve Study and Board of Supervisors approval of the plan.

f. Answer questions and requests from VillaSol residents concerning District field operations.

g. Coordinate with County officials regarding related field maintenance issues.

h. Coordinate with insurance carriers, District and non-District, for damages to District property and oversee restoration of these properties.

i. Prepare, as required, portions of the District operations budget and monitor budget line item activity for field maintenance.

j. Receive general administration supervision and guidance from District Manager.

k. Correspond as required with the District Board of Supervisors and with the public as District representative. Provide to the Board of Supervisors a monthly status report.

l. Administrate daily activities and conduct monthly on-site inspections.

m. Help develop and enforce District policies and procedures including preventing, resident and non-resident, intrusion and/or damage to District property; ensure restoration is completed if necessary.

V. FUND SPECIFIC SERVICES

The Manager shall provide the following General Fund services:

a. Bill and collect fees as needed (e.g., permits, inspections, document preparations).

b. Receive and transmit assessment receipts to appropriate funds in accordance with adopted budgets and annual assessments.

The Manager shall provide the following Debt Service Fund services.

a. Coordinate with Trustee to ensure District maintains reserve fund requirements in accordance with trust indenture.

b. Review trust statements to ensure funds are transferred and deposited in appropriate accounts (i.e., interest earnings are transferred to appropriate accounts, prepaid assessments and annual assessments are deposited in appropriate accounts.)

c. Coordinate with Trustee that mandatory principal and interest payments and special principal payments are made.

Exhibit B: Miscellaneous Fees

Please quote the following miscellaneous supplies that are to be billed monthly as an invoice:

Note: Expand this list to include all supplies required to support your Manager Services.

	Item	Cost ($)
1	Agenda package	
2	Tapes/CS	
3	Binders	
4	# 10 envelope	
5	9 x 12 envelope	
6	10 x 13 envelope	
7	Storage box	
8	Copy	
9	USPS	
10	Fed Ex	
11	Conference calls	
12	Offsite storage (archival)	

Subsection 6Bi

GMS

Governmental Management Services

Serving Florida's Communities

March 3, 2023

VillaSol Community Development District
c/o Scott D. Clark, Esq., District Counsel
1800 Town Plaza Court
Winter Springs, Florida 32708
Via email to SClark@winterparklawyers.com
and copy to DTraub@winterparklayers.com

RE: Proposal for District Management Services

Dear Mr. Clark:

Governmental Management Services-Central Florida, LLC ("GMS") is pleased to provide for your review our Proposal associated with providing District Management Services to the above referenced Community Development District ("CDD"). We believe the Proposal demonstrates that the assembled team of management, financial, administrative, and operations professionals is extremely qualified to provide these services and meet time and budget requirements. We believe the information included in our Proposal is sufficient to meet the requirements of the request.

GMS is a leader in the Community Development District industry. We provide district management services to 250+ CDD's across the State of Florida. Our approach, methodology, and philosophy towards providing these services reflect our commitment and ability to deliver comprehensive services that exceeds the expectations of our clients. Our greatest strength is our ability to respond to individual client needs efficiently, effectively and professionally. Our approach to providing the services for each of the tasks described in this RFP is to fully understand them and provide them in a manner which meets all of the statutory requirements customized to the approach preferred by the Board of Supervisors.

We thank you for this opportunity to submit our Proposal and would be happy to provide any additional information, if requested. Please feel free to contact me at (407) 841-5524, ext. 125 if you have any questions or need additional information.

Sincerely,

Darrin Mossing

Darrin Mossing
GMS President

Enclosures

Proposal For District Management Services Prepared For The VillaSol Community Development District:

GOVERNMENTAL MANAGEMENT SERVICES-CENTRAL FLORIDA, LLC

DISTRICT MANAGEMENT SERVICES

GMS GOVERNMENTAL MANAGEMENT SERVICES

www.govmgtsvc.com

Submitted
March 3rd, 2023

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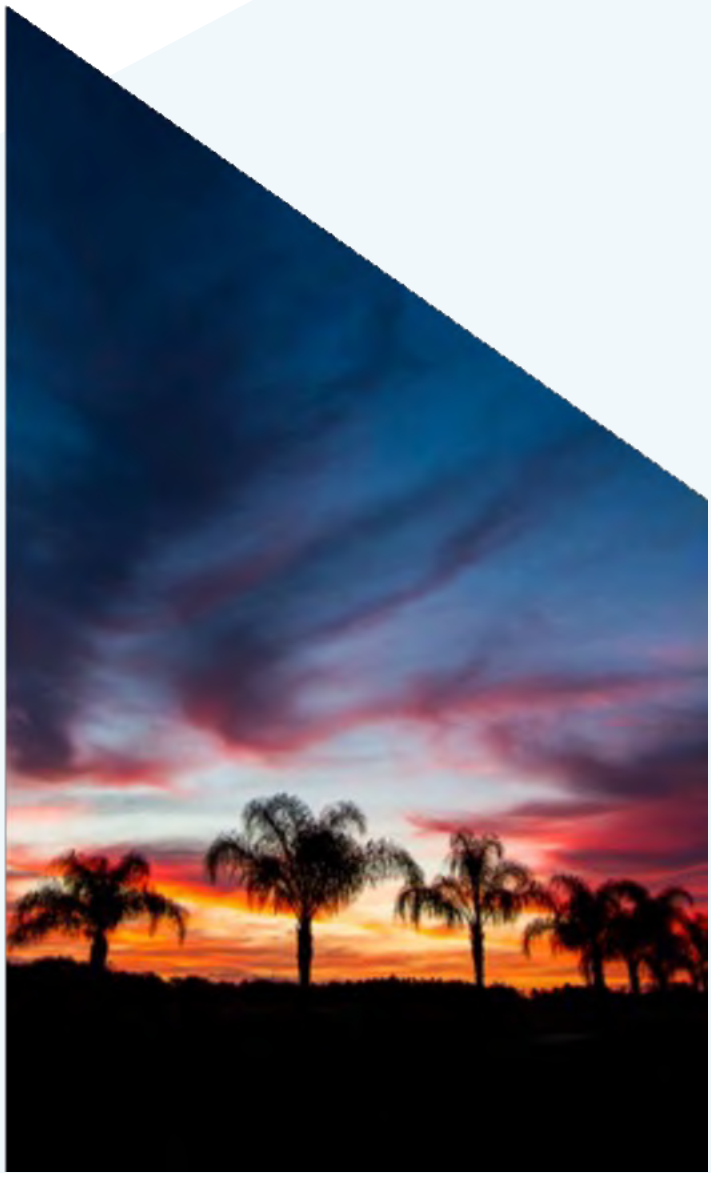

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COMPANY INFORMATION

Governmental Management Services ("GMS") is a family of limited liability companies that was established for the purpose of providing district management services to Special Taxing Districts. With encouragement from industry professionals and the development community, GMS was created to provide an alternative to the existing district management companies. GMS currently has offices in St. Cloud, Orlando, Tampa, Sunrise, Miami, Tallahassee, Port St. Lucie, St. Augustine, Palm Coast, Florida, and Knoxville, Tennessee. Company personnel who would be providing services are generally determined by geography of the District and required services. However, everyone at GMS works together to provide the most efficient, effective and comprehensive management services possible. GMS currently manages over 250 Community Development Districts across the State of Florida and fully understands the requirements of Chapter 190. As described in Section 3, the personnel at GMS are very well known and respected by people involved with Community Development Districts. Many of the personnel have worked with Investment Bankers, Bond Counsel, District Counsel, Engineers, Developers, and Boards of Supervisors across the State of Florida.

They have provided management, financial, administrative, and operational services to over 250 special taxing districts and homeowners associations. Our greatest strength is our ability to respond to individual client needs quickly, efficiently and professionally.

GMS WAS ESTABLISHED TO PROVIDE THE MOST EFFICIENT, EFFECTIVE AND COMPREHENSIVE MANAGEMENT SERVICES FOR COMMUNITY DEVELOPMENT DISTRICTS IN THE STATE OF FLORIDA.

HOW WE WORK

Established in 2004, Governmental Management Services has over 250 full time and part time employees and has offices across the State of Florida. Services are provided by seasoned professionals with well over 1,000 person years of combined Community Development District management experience. Our commitment to serving our clients and providing the most efficient, effective and comprehensive management services for Community Development Districts continues to fuel our growth.

Statement of Qualifications

GMS is the best qualified provider of district management services because of the experience of the personnel who will be providing the management services for the District. GMS brings a wealth of experience in the management, administrative, accounting and financial reporting, field operations, and assessment certifications.

GMS focuses exclusively on the services necessary for the proper management of Community Development Districts. Our staff includes managers, accountants, financial analysts, recording secretaries and operations managers all with experience with Community Development Districts and other special districts. We offer integrated management services including:

- General Management
- Recording Secretary Services
- Accounting and Financial Reporting
- Assessment Roll Administration
- Investment Management
- Field Operations Management
- Amenity Management
- Preventative Maintenance
- Dissemination Agent Services
- Utility Billing
- Other Services

FULLY INTEGRATED SERVICES

These management services are being provided by the principals of GMS to over 250 Community Development Districts across the State of Florida.

OUR VALUES

MISSION

The goal of GMS is to provide the most efficient, effective, and comprehensive management services for Community Development Districts in the State of Florida.

CORE VALUES

Governmental Management Services' greatest strength is its ability to respond to individual client needs quickly, efficiently, and professionally. Listed below are our GMS core values:

Customer Commitment

We keep customer needs at the center of all that we do to provide a superior customer experience.

Integrity

We are honest, open, ethical, and fair.

People trust us to do what's right.

Teamwork

We win together, not alone.

We work together, across divisions, to meet the needs of our customers.

Passion and Drive

We are proud of the services we provide.

We play to win and strive to help our customers do the same.

Empower Individuals

Our employees set us apart.

We value our employees, encourage their development, and reward their performance.

Quality

Details matter.

We provide consistent and unsurpassed service that, together, deliver premium value to our customers.

CONTACT INFORMATION

Corporate Office:

1001 Bradford Way
Kingston, TN 37763
(865) 717-7700

As the largest CDD Management firm in the State of Florida, GMS is prepared to provide all CDD Management services directly and does not contemplate the need to subcontract services.

GMS – Central Florida

219 E. Livingston St.
Orlando, FL 32801
(407) 841-5524

6200 Lee Vista Blvd
Ste. 300
Orlando, FL 32822

1408 Hamlin Avenue,
Unit E
St. Cloud, FL 34771

GMS – Tampa

4530 Eagle Falls Place
Tampa, Florida 33619
(863)-225-1186

GMS – South Florida

5385 Nob Hill Road
Sunrise, FL 33351
(954) 721-8681

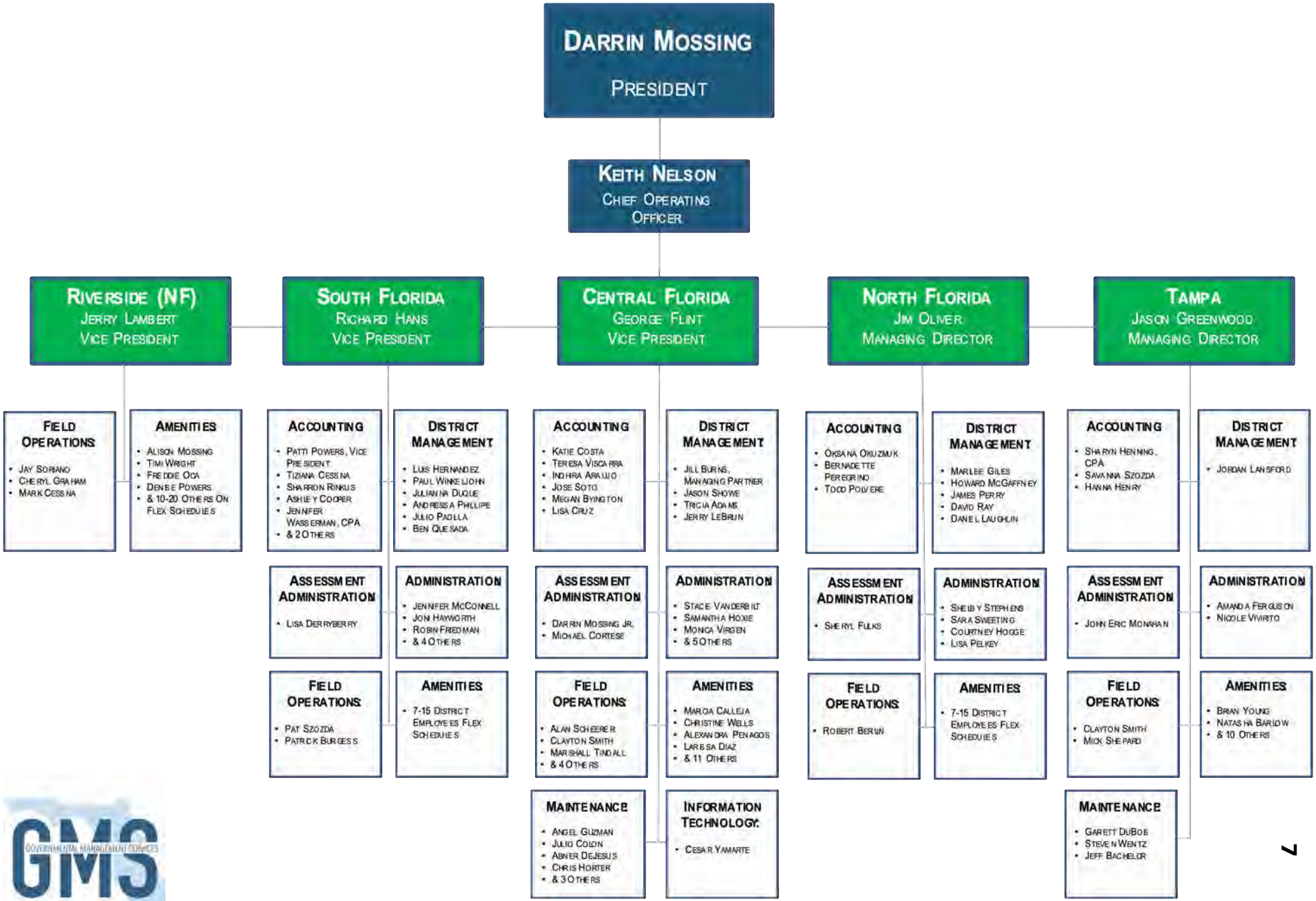
GMS – North Florida

475 West Town Place,
Suite 114
St. Augustine, FL 32092
(904) 940-5850

393 Palm Coast
Parkway SW, Suite 4
Palm Coast, FL 33137

We have additional satellite offices throughout the State of Florida

GOVERNMENTAL MANAGEMENT SERVICES



www.govmgtsvc.com

OUR TEAM

Although technology has tremendously impacted how services are provided for nearly every business today, GMS realizes an organization is only as good as the individuals working within it. If an organization is not able to retain hardworking, knowledgeable and dedicated employees that understand their client's needs, it is most certain to fail. It is for this reason that GMS has focused a significant effort on recruiting and retaining the best in the district management industry

STATEMENT OF STAFF CONSISTENCY

The District Management Team proposed remains the same for the duration of the contracts. Any changes in the District Management Team will be discussed and approved by the Boards of Supervisors. Members of the management team have worked together for years, and there is complete trust and loyalty in their abilities to provide the most efficient, effective and professional management services possible. In addition, these types of long-term personal relationship among GMS staff are reassuring to our clients because personnel turnover in any organization is extremely detrimental to its ability to provide the necessary services.

"GMS realizes an organization is only as good as the individuals working within it."

EDUCATION
Ohio University, 1988, Bachelor of Science, Major: Accounting

EXPERIENCE
34+ Years
- President and Founder – GMS Organization
- Corporate Operations & District Management

DARRIN MOSSING
PRESIDENT

Darrin Mossing is the President and Founder of the GMS organization. Mr. Mossing graduated from the Ohio University with a Bachelor's degree in accounting in June 1988 and began his career as a staff accountant on September 1, 1988, for Indian Trace Community Development District. In November 2004, Mr. Mossing established the GMS organization, which has grown to over 250 CDDs, Homeowners Association and other Special Taxing Districts across the State of Florida.

GEORGE FLINT
MANAGING PARTNER

Mr. Flint is a shareholder in GMS and oversees all aspects of the Central Florida office. Mr. Flint manages numerous special districts in the Central Florida region. George graduated from Princeton University with a Bachelor's Degree in Politics/Economics and holds a Master's in Public Administration from Florida State University with a focus of public budgeting and financial management. He has an extensive background in the public and private sectors. Prior to opening the GMS Central Florida office in 2005, he served as an Assistant County Administrator, Budget Officer, Water and Sewer Authority Executive Director, and Management Consultant/Regional Manager for an environmental engineering firm.

EDUCATION

B.A., Politics/ Economics, Princeton University, 1990

MPA, Public Budgeting and Financial Management, Florida State University, 1994

EXPERIENCE
- 28+ Years District Management

EDUCATION
University of Central Florida, Bachelor of Liberal Studies

EXPERIENCE
- 16+ Years
- $300M+ Bond Issuance In The Last 5 Years
- Corporate Operations & District Management

JILL BURNS
MANAGING PARTNER

Jill Burns has a Bachelor's Degree in Liberal Studies from the University of Central Florida. She has over sixteen years of experience in the establishing, financing, and managing of special districts across the state of Florida. Jill is dedicated to working with residents, developers, and the boards of supervisors in order to bring the highest level of service to each District she manages. Ms. Burns has been responsible for overseeing and managing over 30 CDDs across Florida including Districts in Manatee, Sarasota, Polk, St. Johns, Duval, Nassau, Flagler, Volusia, Alachua, and Orange Counties.

EDUCATION
Bachelor of Public Administration, FIU

Masters of Public Administration, Univ. of Central Florida

EXPERIENCE
20+ Years
- District Management
- Assessment Administration

JASON SHOWE
SR. DISTRICT MANAGER

Mr. Showe has a Bachelor's Degree in Public Administration from Florida International University and a Master's Degree in Public Administration from the University of Central Florida. He has over twenty years of experience in customer service, budgeting, revenue coordination, training, and program analysis in government agencies throughout the state of Florida. Additionally, he obtained the Certified Public Manager Certification through Florida State University and is designated as a Competent Speaker and a Competent Leader through Toastmasters International. He is involved in all facets of District Management including Field Management, Budgeting, and the Assessment Administration. He provides the highest level of service to the clients of GMS.

TRICIA ADAMS
DISTRICT MANAGER

Ms. Adams has a Bachelor's Degree in Management and Marketing, as well as a graduate degree in Public Administration. During graduate coursework, she researched emerging issues related to Community Development Districts in Florida. For over 15 years, Ms. Adams has had the opportunity to work with Districts that own and operate exceptional aquatic facilities, clubhouses, restaurants, and wellness centers. She has recently assisted a District acquiring top-tier golf club facilities and on-boarded golf management services.

EDUCATION
B.A., Marketing and Management
Graduate Degree in Public Administration

EXPERIENCE
15+Years
- District Management
- Amenity Management

EDUCATION
Bachelor of Arts, History & Education,
Univ. of North Florida

Masters in Educational Leadership,
Univ. of Central Florida

EXPERIENCE
- Public Education Principal

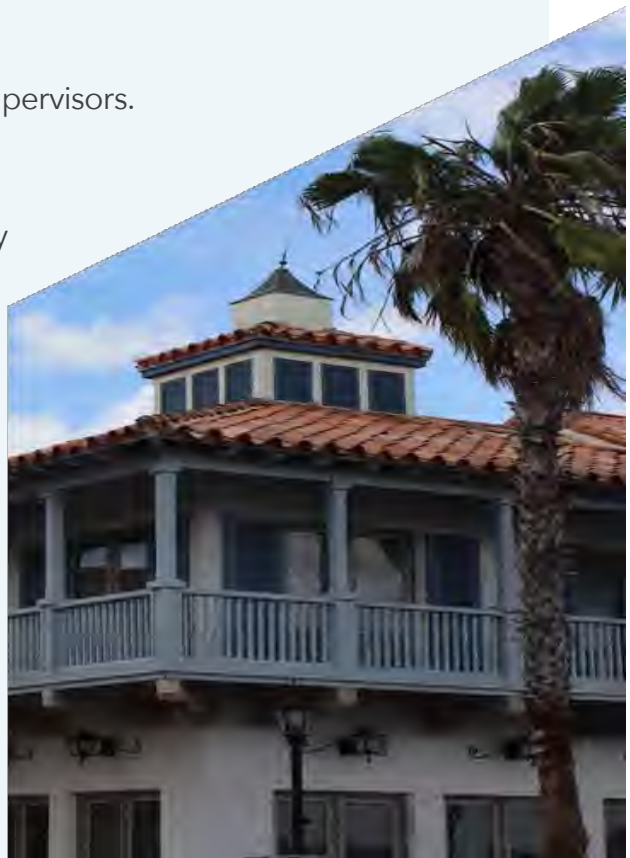
JEREMY LEBRUN
DISTRICT MANAGER

Mr. Lebrun joined the GMS organization in early 2022. He has a passion for customer service and consultancy. His background as a public-school principal for many years serves him well to offer excellent customer service to a varied constituency in the Community Development District business.

DISTRICT MANAGEMENT SERVICES

THE FOLLOWING MANAGEMENT SERVICES ARE TYPICALLY PROVIDED TO ENSURE THE DISTRICT OPERATES IN ACCORDANCE WITH ALL APPLICABLE STATUTES, LAWS, RULES AND REGULATIONS:

- Attend, record and conduct all regularly scheduled Board of Supervisors' Meetings including landowners meetings, continued meetings and workshops.
- Present the District's annual budget in accordance with Chapter 190, Florida Statutes.
- Ensure District is in compliance with administrative and financial reporting for CDDs.
- Correspond and communicate with Board of Supervisors and Staff to respond to the various needs of the District and Community.
- Review and approve agendas for circulation to the Board of Supervisors.
- Review and approve annual budget, annual audit, and monthly disbursements.
- Review annual insurance policy to ensure District maintains proper insurance coverage.

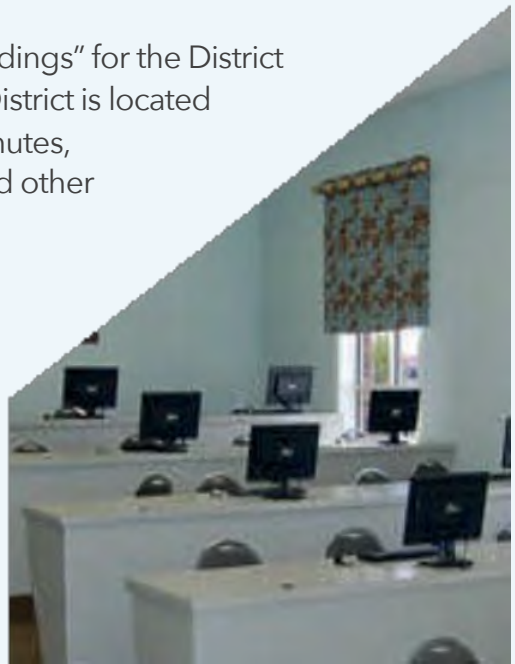


ADMINISTRATIVE SERVICES

Stacie Vanderbilt, Samantha Hoxie, and the rest of our GMS administration support team will prepare agenda packages, meeting notices, public records administration, statutory compliance and various other required administrative services. Ms. Vanderbilt has 17+ years of GMS experience and has a Bachelor's of Science in Business Administration. Ms. Hoxie has a Bachelor's of Science in Animal Nutrition from the Ohio State University. Our GMS administrative services department has an excellent reputation in the industry for providing timely, accurate and professional administrative services to our Community Development District clients.

THE FOLLOWING ADMINISTRATIVE SERVICES ARE TYPICALLY PROVIDED TO ENSURE THE DISTRICT OPERATES IN ACCORDANCE WITH ALL APPLICABLE STATUTES, LAWS, RULES AND REGULATIONS:

- Prepare agenda packages for transmittal to Board of Supervisors and staff seven days prior to Board of Supervisors' Meeting.
- Provide minutes for all Board of Supervisors' Meetings, including landowners' meetings
- Ensure compliance with all administrative statutes affecting the District which include but are not limited to:
  - Publish and circulate annual meeting notice.
  - Report annually the number of registered voters in the District by June 1 of each year.
  - Maintain "Record of Proceedings" for the District within the County that the District is located which includes meeting minutes, agreements, resolutions and other required records.
  - Transmit Registered Agent information to DCA and local governing authorities.
  - File Ordinance or Rule establishing the District to DCA.



ACCOUNTING & FINANCIAL SERVICES

Katie Costa leads our accounting and financial reporting department. She has over 10 years of accounting and financial reporting experience with Community Development Districts across the State of Florida. Ms. Costa and her teams provide financial statement preparation, payroll, budget preparation, preparation of annual audit reports, statutory and bond compliance. She has a dual major Bachelors of Science Degree in Accounting and Finance from the University Of Central Florida. Ms. Costa and her team currently provide services as District Accountants to 100+ Community Development Districts in the state of Florida.

EDUCATION
B.S. Dual Major Accounting & Finance
University of Central Florida

EXPERIENCE
10+ Years
- Accounting
- Financial Reporting

THE FOLLOWING FINANCIAL SERVICES ARE TYPICALLY PROVIDED TO ENSURE THE DISTRICT OPERATES IN ACCORDANCE WITH ALL APPLICABLE STATUTES, LAWS, AND RULES AND REGULATIONS:

- Establish Governmental Fund Accounting System in accordance with the Uniform Accounting System prescribed by the Florida Department of Financial Services for Government Accounting. This system includes preparing monthly balance sheet and income statement(s) with budget to actual variances.
- Prepare accounts payable and present to Board of Supervisors for approval or ratification.
- Prepare annual budget for review and approval by the Board of Supervisors.
- Transmit proposed budget to local governing authorities 60 days prior to adoption.
- Prepare year-end adjusting journal entries in preparation for annual audit by Independent Certified Public Accounting Firm.
- Maintain checking accounts with qualified public depository selected by the Board of Supervisors.
- Ensure compliance with financial and accounting statutes affecting the District which include but are not limited to:
    - Complete annual financial audit report within 9 months after the fiscal year end.
    - Circulate annual financial audit report and annual financial report to appropriate government agencies.
- Prepare annual public depositor report.
- Oversee and implement bond issue related compliance, i.e., coordination of annual arbitrage report, transmittal of annual audit and budget to the trustee, transmittal of annual audit to bond holders and underwriters, annual/quarterly disclosure reporting, etc.
- Transmit Public Facilities Report to the appropriate agencies
- Bind necessary insurance for the District, which includes liability, property, workers' compensation, etc.

OPERATIONS MANAGEMENT SERVICES

GMS provides operations/field management services to over 30 Districts throughout Central Florida under the direction of **Clayton Smith** and **Alan Scheerer.** Our field/operations managers also oversee maintenance projects and the teams providing maintenance services. **Mr. Scheerer** currently provides operations/field management for 17 CDDs and has over 25 years of business experience including 15 years as a chief engineer for several resources and hotels in the Central Florida Area. **Mr. Smith** has a deep, and lengthy family history connected to CDD management, and has owned and operated his own maintenance company in the Central Florida area which carried out various undertakings, primarily for CDDs. He is a proud alumnus of the Florida State University.

PROPER OPERATION OF THE DISTRICTS INCLUDE:

- Administer and manage maintenance contracts for landscaping, stormwater, wastewater and reuse systems management
- Respond to resident and Board of Supervisors inquiries regarding Maintenance Operations
- Coordinate and implement maintenance projects throughout the community with vendors
- Conduct site visits (day and nighttime) to ensure satisfactory operation of the district and prepare periodic reports to the Board.
- Review and approve construction contracts, change orders, payment request, etc. during construction phase
- We can also develop landscaping RFPs as requested

PREVENTATIVE REPAIR & MAINTENANCE SERVICES

GMS has an in-house preventative repairs and maintenance department providing fully insured maintenance services in Tampa, Central Florida, and North Florida territories. Small to medium-size maintenance requests are coordinated through the District Manager and/or Field Operations Manager at the direction of the Board of Supervisors.

ASSESSMENT ROLL

CERTIFICATIONS & ADMINISTRATION

Darrin Mossing Jr. and **Michael Cortese** perform our assessment administration services for the Tampa, Central, and North Florida Divisions.

Our GMS Services Include:

- Develop and administer the annual assessment roll for the District. This includes administering the tax roll for the District for assessments collected by the County tax collector and administering assessments for off tax roll parcels/lots.
- Provide payoff information and pre-payment amounts as requested by property owners and collect prepayment of assessments as necessary
- Issue estoppel letters as needed for property transfers.
- Maintain the District's Lien Book, in which is recorded the details of any District debt and the related debt service assessments. The Lien Book will account for all District debt and show the allocation of debt principal to assessed properties within the Tampa and Central Florida Divisions.

REFERENCES

GMS prides itself on the timely delivery of quality services to its clients. As a result, our clients as well as the other CDD industry professionals have come to recognize and appreciate the quality of the services we provide. GMS encourages its prospective clients to call our references and learn what other district supervisors, developers, attorneys, engineers and financial professionals are saying about us. The following table contains just a few of the clients and professionals that are pleased to serve as our references:

Mark Greenstein

Chair, Reunion East CDD
7423 Gathering Court
Reunion, FL 34747
(407) 744-8344

gmark10@msn.com

G. Melvin Mills, Jr.

Chair, Baytree CDD
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Melbourne, FL 32940
(321) 253-4613

gmmills@cfl.rr.com

Brian (Ken) Brown

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Kissimmee, FL 34744
(407) 873-2817

brown_bk@hotmail.com

Sara Hurst

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(407) 812-7304

sara.hurst@disney.com

Lloyd Howison

Chair, Lake Ashton CDD
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(704) 302-6555

lhowison@lakeashtoncdd.com

Greg Jones

Chair, Towne Park CDD
346 E. Central Avenue
Winter Haven, FL 33880
(813) 690-5654

gjones@healthfl.com

Graham Staley

Chair, Reunion West CDD
1113 Grand Traverse Parkway
Reunion, FL 34747
(407) 465-0126

gdstaley@gmail.com

GMS's current clients are listed in Table 2-1. This grid reflects a portion of the services provided to our clients.

GOVERNMENTAL MANAGEMENT SERVICES

Table 2-1. District Management Experience Summary

GMS Client #	GMS Client Name As of 2023-02-19	Florida State County	General Management	Accounting & Financial Reporting	Recording Secretary	Water / Wastewater Utility	Operations Management/ Amenities
1	Aberdeen	St. Johns	✓	✓	✓		✓
2	Academical Village	Broward	✓	✓	✓		✓
3	Amelia Concourse	Nassau	✓	✓	✓		
4	Amelia Walk	Nassau	✓	✓	✓		✓
5	Anabelle Island	Clay	✓	✓	✓		
6	Armstrong	Clay	✓	✓	✓		
7	Astonia	Polk	✓	✓	✓		✓
8	Ballentrae Hillsborough	Hillsborough	✓	✓	✓		✓
9	Bannon Lakes	St. Johns	✓	✓	✓		
10	Bartram Park	Duval	✓	✓	✓		
11	Bartram Springs	Duval	✓	✓	✓		
12	Bauer Drive	Miami-Dade	✓	✓	✓		
13	Bay Laurel Center	Marion	✓	✓	✓		
14	Baytree	Brevard	✓	✓	✓		✓
15	Baywinds	Miami-Dade	✓	✓	✓		✓
16	Beacon Tradeport	Miami-Dade	✓	✓	✓		
17	Bella Collina	Lake	✓	✓	✓	✓	✓
18	Bellagio	Miami-Dade	✓	✓	✓		
19	Belmont	Hillsborough	✓	✓	✓		✓
20	Bent Creek	St. Lucie	✓	✓	✓		
21	Biscayne Drive Estates	Miami-Dade	✓	✓	✓		
22	Bonita Village	Lee	✓	✓	✓		
23	Bonnet Creek	Orange	✓	✓	✓		✓
24	Bontaniko	Broward	✓	✓	✓		
25	Bradbury	Polk	✓	✓	✓		
26	Brandy Creek	St. Johns	✓	✓	✓		
27	Bridgewalk	Osceola	✓	✓	✓		✓
28	Campo Bello	Miami-Dade	✓	✓	✓		
29	Candler Hills	Marion	✓	✓	✓		
30	Canopy	Leon	✓	✓	✓		
31	Capital Region	Leon	✓	✓	✓		
32	Central Lake	Lake	✓	✓	✓		
33	Centre Lake	Miami-Dade	✓	✓	✓		✓
34	ChampionsGate	Osceola	✓	✓	✓		
35	ChampionsGate Property Owners	Osceola	✓	✓	✓		
36	ChampionsGate Villas Condo 1	Osceola	✓	✓	✓		
37	Chapel Creek	Pasco	✓	✓	✓		✓
38	City of Coral Gables**	Miami-Dade	✓	✓			
39	Coconut Cay	Miami-Dade	✓	✓	✓		✓
40	Copper Creek	St. Lucie	✓	✓	✓		
41	Copper Oaks	Lee	✓	✓	✓		
42	Coral Bay	Broward	✓	✓	✓		
43	Coral Keys Homes	Miami-Dade	✓	✓	✓		
44	Cordova Palms	St. Johns	✓	✓	✓		✓
45	Creekside	St. Lucie	✓	✓	✓		✓

CLIENT LISTING

GOVERNMENTAL MANAGEMENT SERVICES

GMS Client #	GMS Client Name As of 2023-02-19	Florida State County	General Management	Accounting & Financial Reporting	Recording Secretary	Water / Wastewater Utility	Operations Management/ Amenities
46	Crossings	Osceola	✓	✓	✓		✓
47	Crossings At Fleming Island, The	Clay	✓	✓	✓		
48	Crossroads Village Center	Polk	✓	✓	✓		
49	Crosswinds East	Polk	✓	✓	✓		
50	Crystal Cay	Miami-Dade	✓	✓	✓		
51	Cypress Bluff	Duval	✓	✓	✓		
52	Cypress Cove	Broward	✓	✓	✓		
53	Cypress Creek	Hillsborough	✓	✓	✓		
54	Cypress Park Estates	Polk	✓	✓	✓		✓
55	Cypress Ridge	Hillsborough	✓	✓	✓		
56	Davenport Road South	Polk	✓	✓	✓		✓
57	Deer Island	Lake	✓	✓	✓		✓
58	Deer Run	Flagler	✓	✓	✓		✓
59	Double Branch - Recreation	Clay	✓	✓	✓		✓
60	Dowden West	Orange	✓	✓	✓		✓
61	Downtown Doral	Miami-Dade	✓	✓	✓		
62	Downtown Doral South	Miami-Dade	✓	✓	✓		✓
63	Dunes	Flagler	✓	✓	✓		
64	Dupree Lakes	Pasco	✓	✓	✓		
65	Durbin Crossings	St. Johns	✓	✓	✓		
66	Eagle Hammock	Polk	✓	✓	✓		✓
67	East 547	Polk	✓	✓	✓		✓
68	East Homestead	Miami-Dade	✓	✓	✓		✓
69	Eden Hills	Polk	✓	✓	✓		✓
70	Elevation Point	St. Johns	✓	✓	✓		
71	Enclave @ Black Pointe Marina	Miami-Dade	✓	✓	✓		✓
72	Estancia at Wiregrass	Pasco	✓	✓	✓		
73	Eureka Grove	Miami-Dade	✓	✓	✓		
74	Falcon Trace	Orange	✓	✓	✓		✓
75	Forest Brooke	Hillsborough	✓	✓	✓		
76	Forest Lake	Polk	✓	✓	✓		✓
77	Founders Ridge	Lake	✓	✓	✓		
78	Gardens at Hammock Beach	Flagler	✓	✓	✓		
79	GIR East	Osceola	✓	✓	✓		
80	Grande Pines	Orange	✓	✓	✓		
81	Green Corridor**	-Multiple	✓	✓	✓		
82	Griffin Lakes	Broward	✓	✓	✓		
83	Hamilton Bluff	Polk	✓	✓	✓		
84	Hammock Reserve	Polk	✓	✓	✓		✓
85	Harbor Bay	Hillsborough	✓	✓	✓		
86	Hartford Terrace	Polk	✓	✓	✓		
87	Hemingway Point	Broward	✓	✓	✓		✓
88	Heritage Park	St. Johns	✓	✓	✓		✓
89	Heron Isles	Nassau	✓	✓	✓		
90	Hickory Tree	Osceola	✓	✓	✓		

CLIENT LISTING

GOVERNMENTAL MANAGEMENT SERVICES

GMS Client #	GMS Client Name As of 2023-02-19	Florida State County	General Management	Accounting & Financial Reporting	Recording Secretary	Water / Wastewater Utility	Operations Management/ Amenities
91	Hicks Ditch	Lake	✓	✓	✓		
92	Highland Meadows West	Polk	✓	✓	✓		✓
93	Holly Hill Road East	Polk	✓	✓	✓		✓
94	Hollywood Beach	Broward	✓	✓	✓		
95	Homestead 50	Pasco	✓	✓	✓		
96	Indigo	Volusia	✓	✓	✓		
97	Indigo East	Marion	✓	✓	✓		
98	Interlaken	Broward	✓	✓	✓		
99	Islands at Doral Townhomes	Miami-Dade	✓	✓	✓		
100	Islands of Doral III	Miami-Dade	✓	✓	✓		
101	Isle of Bartram Park	St. Johns	✓	✓	✓		
102	Kingman Gate	Miami-Dade	✓	✓	✓		✓
103	Knightsbridge	Osceola	✓	✓	✓		
104	Lake Ashton	Polk	✓	✓	✓		
105	Lake Ashton II	Polk	✓	✓	✓		
106	Lake Deer	Polk	✓	✓	✓		
107	Lake Emma	Lake	✓	✓	✓		✓
108	Lake Harris	Lake	✓	✓	✓		
109	Lake Lizzi	Osceola	✓	✓	✓		
110	Lake Mattie Preserve	Polk	✓	✓	✓		
111	Lakes by the Bay South	Miami-Dade	✓	✓	✓		✓
112	Lakeside Plantation	Sarasota	✓	✓	✓		
113	Landings	Flagler	✓	✓	✓		
114	Landings @ Miami Beach	Miami-Dade	✓	✓	✓		
115	Lawson Dunes	Polk	✓	✓	✓		
116	Live Oak Lake	Osceola	✓	✓	✓		✓
117	Lucaya	Lee	✓	✓	✓		
118	Lucerne Park	Polk	✓	✓	✓		✓
119	Majorca Isles	Miami-Dade	✓	✓	✓		
120	Mayfair	Brevard	✓	✓	✓		
121	McJunkin @ Parkland	Broward	✓	✓	✓		
122	Meadowview @ Twin Creeks	St. Johns	✓	✓	✓		
123	Mediterranea	Palm Beach	✓	✓	✓		
124	Middle Village	Clay	✓	✓	✓		
125	Mirada	Lee	✓	✓	✓		
126	Montecito	Brevard	✓	✓	✓		✓
127	Narcoossee	Orange	✓	✓	✓		✓
128	Nob Hill HOA	Broward	✓	✓	✓		
129	North Boulevard	Polk	✓	✓	✓		✓
130	North Powerline Road	Polk	✓	✓	✓		✓
131	North Springs	Broward	✓	✓	✓		
132	Northern Riverwalk	Palm Beach	✓	✓	✓		
133	Oakridge	Broward	✓	✓	✓		
134	Old Hickory	Osceola	✓	✓	✓		✓
135	Old Palm	Palm Beach	✓	✓	✓		

CLIENT LISTING

GOVERNMENTAL MANAGEMENT SERVICES

GMS Client #	GMS Client Name As of 2023-02-19	Florida State County	General Management	Accounting & Financial Reporting	Recording Secretary	Water / Wastewater Utility	Operations Management/ Amenities
136	Orchid Grove	Broward	✓	✓	✓		✓
137	Osceola Chain of Lakes	Osceola	✓	✓	✓		✓
138	OTC	Duval	✓	✓	✓		
139	Palm Coast Park	Flagler	✓	✓	✓		
140	Palm Glades	Miami-Dade	✓	✓	✓		✓
141	Palms of Terra Ceia Bay	Manatee	✓	✓	✓		
142	Park Creek	Hillsborough	✓	✓	✓		
143	Peace Creek	Polk	✓	✓	✓		✓
144	Pine Air Lakes	Collier	✓	✓	✓		
145	Pine Isles	Miami-Dade	✓	✓	✓		
146	Pine Ridge Plantation	Clay	✓	✓	✓		
147	Poinciana	Polk	✓	✓	✓		✓
148	Poinciana West	Polk	✓	✓	✓		✓
149	Pollard Road	Polk	✓	✓	✓		
150	Portofino Isles	St. Lucie	✓	✓	✓		
151	Portofino Landings	St. Lucie	✓	✓	✓		✓
152	Portofino Shores	St. Lucie	✓	✓	✓		
153	Portofino Springs	Lee	✓	✓	✓		
154	Portofino Vineyards	Lee	✓	✓	✓		
155	Portofino Vista	Osceola	✓	✓	✓		
156	Preston Cove	Osceola	✓	✓	✓		
157	Quail Roost	Miami-Dade	✓	✓	✓		
158	Randal Park	Orange	✓	✓	✓		✓
159	Randal Park POA	Orange	✓				✓
160	Randal Park THOA	Orange	✓				✓
161	Remington	Osceola	✓	✓	✓		✓
162	Reserve	St. Lucie	✓	✓	✓		
163	Reserve II	St. Lucie	✓	✓	✓		
164	Residences at Tohoqua HOA	Osceola	✓				✓
165	Reunion East	Osceola	✓	✓	✓		✓
166	Reunion West	Osceola	✓	✓	✓		✓
167	Rhodine Road North	Hillsborough	✓	✓	✓		✓
168	Ridgewood Trails	Clay	✓	✓	✓		
169	River Place	St. Lucie	✓	✓	✓		✓
170	Riverbend	Hillsborough	✓	✓	✓		
171	Rivercrest	Hillsborough	✓	✓	✓		
172	Rivers Edge	St. Johns	✓	✓	✓		
173	Rivers Edge II	St. Johns	✓	✓	✓		
174	Rivers Edge III	St. Johns	✓	✓	✓		
175	Riverwalk (Everbe)	Orange	✓	✓	✓		
176	Rolling Hills	Clay	✓	✓	✓		
177	Rolling Oaks	Osceola	✓	✓	✓		
178	Sabal Palm	Broward	✓	✓	✓		
179	Saddle Creek Preserve of PC	Polk	✓	✓	✓		✓
180	Sampson Creek	St. Johns	✓	✓	✓		

CLIENT LISTING

GOVERNMENTAL MANAGEMENT SERVICES

GMS Client #	GMS Client Name As of 2023-02-19	Florida State County	General Management	Accounting & Financial Reporting	Recording Secretary	Water / Wastewater Utility	Operations Management/ Amenities
181	San Simeon	Miami-Dade	✓	✓	✓		✓
182	Sandmine Road	Polk	✓	✓	✓		✓
183	Sawyer's Landing	Miami-Dade	✓	✓	✓		
184	Scenic Highway	Polk	✓	✓	✓		✓
185	Scenic Terrace North	Polk	✓	✓	✓		
186	Scenic Terrace South	Polk	✓	✓	✓		✓
187	Schaller Preserve	Polk	✓	✓	✓		
188	Sedona Point	Miami-Dade	✓	✓	✓		
189	Shingle Creek	Osceola	✓	✓	✓		✓
190	Shingle Creek @ Bronson	Osceola	✓	✓	✓		✓
191	Siena North	Miami-Dade	✓	✓	✓		
192	Silver Palms	Miami-Dade	✓	✓	✓		
193	Six Mile	Clay	✓	✓	✓		
194	Solterra	Miami-Dade	✓	✓	✓		
195	South Dade Venture	Miami-Dade	✓	✓	✓		
196	South Kendall	Miami-Dade	✓	✓	✓		
197	South Village	Clay	✓	✓	✓		
198	St. Augustine Lakes CDD	St. Johns	✓	✓	✓		
199	Stoneybrook South	Osceola	✓	✓	✓		✓
200	Stoneybrook South @ CG	Osceola	✓	✓	✓		✓
201	Storey Creek	Osceola	✓	✓	✓		✓
202	Storey Drive	Orange	✓	✓	✓		✓
203	Storey Park	Orange	✓	✓	✓		✓
204	Sweetwater Creek	St. Johns	✓	✓	✓		
205	Talis Park	Collier	✓	✓	✓		
206	Tapestry	Osceola	✓	✓	✓		✓
207	Terra Bella	Pasco	✓	✓	✓		
208	Tesoro	St. Lucie	✓	✓	✓		✓
209	TIFA	Brevard	✓	✓	✓		
210	Tison's Landing	Duval	✓	✓	✓		
211	Tohoqua	Osceola	✓	✓	✓		✓
212	Tohoqua Master Association	Osceola	✓				✓
213	Tohoqua Reserve	Osceola	✓				✓
214	Tolomato	St. Johns	✓	✓	✓		
215	Towne Park	Polk	✓	✓	✓		✓
216	Townhomes at Tohoqua	Osceola	✓				✓
217	Tranquility	Brevard	✓	✓	✓		
218	Treeline Preserve	Lee	✓	✓	✓		
219	Turtle Run	Broward	✓	✓	✓		✓
220	Valencia Water Control District	Orange	✓	✓	✓		
221	Veranda Landing	St. Lucie	✓	✓	✓		
222	Verano #1	St. Lucie	✓	✓	✓		
223	Verano #2	St. Lucie	✓	✓	✓		
224	Verano #3	St. Lucie	✓	✓	✓		
225	Verano #4	St. Lucie	✓	✓	✓		

CLIENT LISTING

GOVERNMENTAL MANAGEMENT SERVICES

GMS Client #	GMS Client Name As of 2023-02-19	Florida State County	General Management	Accounting & Financial Reporting	Recording Secretary	Water / Wastewater Utility	Operations Management/ Amenities
226	Verano #5	St. Lucie	✓	✓	✓		
227	Verano Center	St. Lucie	✓	✓	✓		
228	Viera East	Brevard	✓	✓	✓		
229	Villa Portofino East	Miami-Dade	✓	✓	✓		
230	Villa Portofino West	Miami-Dade	✓	✓	✓		
231	Villages of Biscayne Park	Miami-Dade	✓	✓	✓		
232	Villages Of Bloomingdale	Hillsborough	✓	✓	✓		
233	Villamar	Polk	✓	✓	✓		✓
234	Vizcaya in Kendall	Miami-Dade	✓	✓	✓		✓
235	Water's Edge	Pasco	✓	✓	✓		
236	Waterford Estates	Charlotte	✓	✓	✓		
237	Waterstone	St. Lucie	✓	✓	✓		
238	Weiberg Road	Polk	✓	✓	✓		
239	Wellness Ridge	Lake	✓	✓	✓		
240	Westside	Osceola	✓	✓	✓		✓
241	Westside Haines City	Polk	✓	✓	✓		
242	Westview North	Miami-Dade	✓	✓	✓		
243	Westwood OCC	Orange	✓	✓	✓		
244	Wilford Preserve	Clay	✓	✓	✓		
245	Willow Creek	Brevard	✓	✓	✓		✓
246	Wind Meadows South	Polk	✓	✓	✓		✓
247	Windsor at Westside	Osceola	✓	✓	✓		✓
248	Windsor Cay	Lake	✓	✓	✓		
249	Windward	Osceola	✓	✓	✓		✓
250	Woodland Ranch Estates	Polk	✓	✓	✓		
251	Wynnfield Lakes	Duval	✓	✓	✓		
252	Wynnmere West	Hillsborough	✓	✓	✓		
253	Yarborough Lane	Polk	✓	✓	✓		
254	Zephyr Ridge	Pasco	✓	✓	✓		
255							
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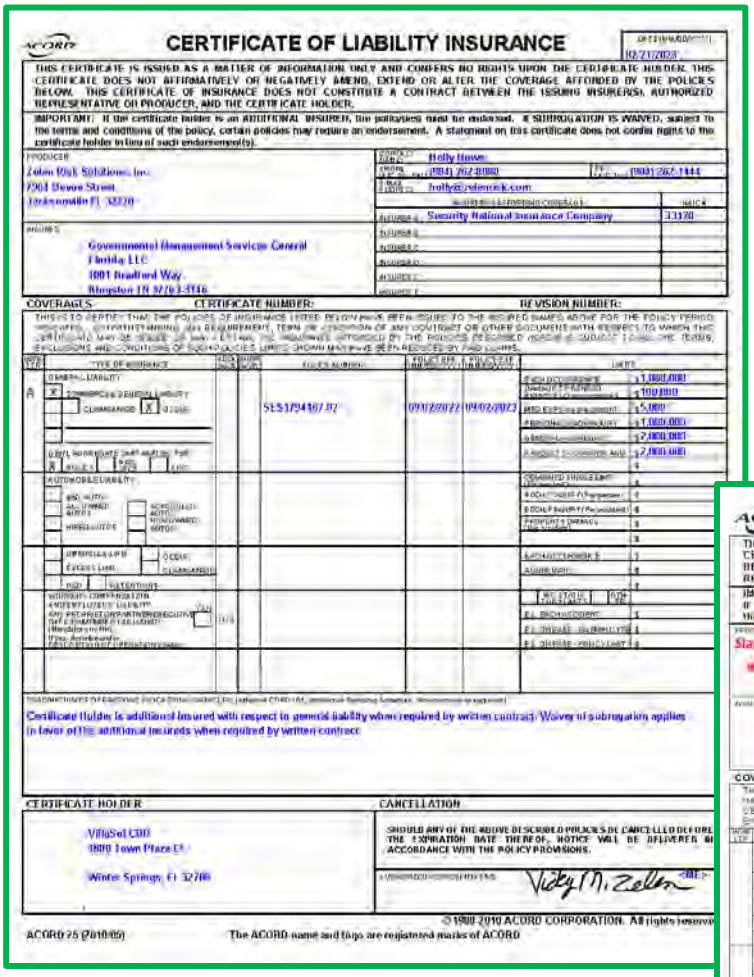
CLIENT LISTING

RISK MANAGEMENT **REQUIREMENTS**



CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Zolon Web Solutions, Inc.
7901 Dover Street
Jacksonville FL 32220

Holly Howe
(904) 262-2080 (903) 262-1444
holly@zolonweb.com

INSURER A: Security National Insurance Company 31178

INSURED
Governmental Management Services Central Florida LLC
1001 Bradford Way
Kingston TN 37763-3116

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR			SES1794187 07	09/12/2022	09/12/2023	EACH OCCURRENCE $1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) $100,000 MED EXP (Any one person) $5,000 PERSONAL & ADV INJURY $1,000,000 GENERAL AGGREGATE $2,000,000 PRODUCTS - COMP/OP AGG $2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO- JECT LOC						
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY SCHEDULED AUTOS HIRED AUTOS ONLY NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) $ BODILY INJURY (Per person) $ BODILY INJURY (Per accident) $ PROPERTY DAMAGE (Per accident) $
	UMBRELLA LIAB EXCESS LIAB DED RETENTION $						EACH OCCURRENCE $ AGGREGATE $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N					WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT $ E.L. DISEASE - EA EMPLOYEE $ E.L. DISEASE - POLICY LIMIT $

Certificate Holder is additional insured with respect to general liability when required by written contract. Waiver of subrogation applies in favor of the additional insureds when required by written contract.

CERTIFICATE HOLDER
VillaSol CDD
1800 Town Plaza Ct
Winter Springs, FL 32708

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
Vicky M. Zeller

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CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
State Farm
Felix Williams State Farm
[illegible] A1A N Suite 204
Ponte Vedra FL 32082

CONTACT NAME: Angela Dietrich
PHONE: 904-425-4054 FAX (A/C, No): 904-425-4041
E-MAIL ADDRESS: Angela@FelixWilliams.com

INSURER A: State Farm Mutual Automobile Insurance Company 25178

INSURED
Governmental Management Services Central FL LLC
1001 Bradford Way
Kingston TN 37763

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE OCCUR						EACH OCCURRENCE $ DAMAGE TO RENTED PREMISES (Ea occurrence) $ MED EXP (Any one person) $ PERSONAL & ADV INJURY $ GENERAL AGGREGATE $ PRODUCTS - COMP/OP AGG $
	GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO- JECT LOC						
A	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY SCHEDULED AUTOS HIRED AUTOS ONLY NON-OWNED AUTOS ONLY	Y		1CO 4606/81E 59	03/15/2023	09/15/2023	COMBINED SINGLE LIMIT (Ea accident) $ 1,000,000 BODILY INJURY (Per person) $ BODILY INJURY (Per accident) $ 1,000,000 PROPERTY DAMAGE (Per accident) $ 1,000,000
	UMBRELLA LIAB EXCESS LIAB DED RETENTION $						EACH OCCURRENCE $ AGGREGATE $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT $ E.L. DISEASE - EA EMPLOYEE $ E.L. DISEASE - POLICY LIMIT $

CERTIFICATE HOLDER
[illegible] CDD

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
Angela Dietrich

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COST OF SERVICES

MANAGEMENT SERVICES

Management services will be provided for a fixed annual fee.

District Management Services: See Exhibit "A".

Reimbursable expenses such as copies, postage, courier services, printing and binding will be billed on a monthly basis. Management fees are invoiced at the beginning of each month and due within 30 days of invoice date. Subsequent management fees will be established based upon the adoption of annual operating budget, which will be adjusted to reflect ongoing levels of service.

EXHIBIT "A" – DISTRICT MANAGEMENT FEE SCHEDULE

Manager Administrative Services	GMS Fees	Adopted FY '23 Budget
Management, Administrative, Financial & Revenue Collection, Payroll Services, and Accounting Services • Annual Fee paid in equal monthly payments (plus reimbursables) • Our Agreement contemplates 6 meetings per year.	**$45,000**	**$48,410**
Annual Assessment Administration • (Beginning with the first assessment to individual unit owners, direct assessment or utilizing tax collector)	**$5,000**	**$5,150**
Information Technology Fees & Annual Website Maintenance • Annual Fee paid in equal monthly payments (Does not include cost of creation of ADA compliant website, if applicable)	**$3,000**	**$2,150**
Dissemination Agent Services • Annual Fee for 1st Bond Issuance • ($1,000 for each additional series of Bonds)	**$1,000**	**$1,000**

Field Management & Amenity Center Staffing
• Annual Fee paid in equal monthly payments
• Field Operations Management Annual Fee of $20,000
• Amenity Center Staffing
  • Friday, Saturday, & Sunday staffing at 8 hours a day
  • $30.00/hour (including overhead and profit)
  • Annual Fee of $37,440
	$57,440	**$48,000**

	$111,440	**$104,710**

EXHIBIT "B" – MISCELLANEOUS FEES SCHEDULE

Item	Cost
Agenda Package Hardcopy (if Applicable)	**$2.50 per regular Agenda Mtg.**
Tapes/CS	**$1.00 / unit**
Binders	**$1.40 / 1" binder** **$5.98 / 3" binder**
# 10 Envelope	**$0.03 / unit**
9" x 12" Envelope	**$0.15 / unit**
10" x 13" Envelope	**$0.15 / unit**
Storage Box	**Actual Cost**
Copy	**$0.15 / black and white page**
USPS	**Actual Cost**
FedEx	**Actual Cost**
Conference Calls	**Actual Cost**
Offsite storage (archival)	**Actual Cost**
Additional Services Available:	**Cost**
Other Services ** • New Bond Issuance Cost (per bond issue) • Refinance Bond Issuance Cost (per bond issue) • Debt Service Assessment Methodology Preparation • SERC Preparation & Assistance w/ Petition • Pre-paid Estoppel Letter/ Lot Debt Paydown/Payoff Estoppel	 **$ 25,000** **$ 15,000** **$ 20,000** **$ 2,500** **$ 150**
One Time Conversion Fee: ▪ To recreate historical Accounting and Administrative Records Need For The Transition.	**Included**
Extended or Extra Board Meetings: • Our agreement includes six (6) meetings in the management fee. Extra meetings are available at a $2,000 fee per meeting. • Any meeting duration exceeding the noted 3-hour duration may be charged a meeting overage fee.	**$2,000 / Mtg.** **$250/hr.**
Maintenance Services. • GMS has a comprehensive on-site and insured maintenance service for small to medium size projects which can be provided at the direction of the District Board Of Supervisors and/or the District Manager.	**To Be Negotiated**

Miscellaneous Fees are reviewed by GMS annually; itemization of all miscellaneous fees and units consumed are included in the monthly invoice and presented to the Board of Supervisors for their approval as part of the Agenda packages. GMS strives to work with the District to minimize reimbursable expenses by utilizing electronic agendas and similar approaches.

FIRM'S CERTIFICATION

STATE OF
COUNTY OF

I, George S. Flint, of GMS-CF, LLC (company), submitting to furnish the following described materials, equipment, and/or services to the VillaSol Community Development District ("VCDD").

HEREBY CERTIFIES THAT:

1. Bidder/Firm has thoroughly inspected the specifications or request for proposal and understands the terms and conditions thereof and they are incorporated by reference in the bid or proposal for said goods or services, and have verified measurements, if applicable.
2. The bid or proposal is Contractual and binding and shall be valid for not less than ninety (90) days from the date of bid opening. A longer time may be set out in the bid, the proposal, or as negotiated between the Bidder/Firm and VCDD.
3. The bid or proposal is made by a person authorized to bind the Bidder/Firm.
4. The bid or proposal is made without unlawful collusion between another Bidder/Firm or potential Bidder/Firm, or with any officer or employee of VCDD.
5. The bid or proposal is in full compliance with the Copeland Anti-kickback statute.
6. The bidder does not discriminate on the basis of race, color, national origin, sex, religion, age, or handicapped status in employment or in the provision of services.

Print Name: George S. Flint

STATE OF FLORIDA
COUNTY OF ORANGE

The foregoing instrument was acknowledged before me this 1st day of March 2023, by George S. Flint, as Vice President (title) of GMS-CF, LLC (name of company), on behalf of ____(type of entity). Who is personally known to me, or Who produced _____ as identification, who did take an oath, and who acknowledged before me that he executed the same freely and voluntarily for the purposes therein expressed.

(Notary Seal)

STACIE M. VANDERBILT
Notary Public - State of Florida
Commission # HH 018717
My Comm. Expires Jul 29, 2024
Bonded through National Notary Assn.

Signature Stacie M. Vanderbilt

Print Name
NOTARY PUBLIC-STATE OF FLORIDA
My Commission Expires: 7/29/2024
Commission No. HH 018717

NO LOBBYING AFFIDAVIT

STATE OF FLORIDA
COUNTY OF ORANGE

This, 1st, of March, 2023, George S. Flint being first duly sworn, deposes and says that he or she is the authorized representative of GMS-CF, LLC (Name of the authorized Contractor , Contractor or individual), maker of the attached request for proposal released by VillaSol Community Development District, and that the Firm and any of its agents agrees to abide by VillaSol Community Development District's no lobbying restrictions in regards to this solicitation.

Affiant

The foregoing instrument was acknowledged before me this 1st day of March, 2023, by George S. Flint (name of person, officer, or agent, title of officer or agent), of GMS-CF, LLC (name of corporation or partnership, a Florida, LLC (state of incorporation or partnership, if applicable).

Who is personally known to me,
Who produced _____ as identification, who did take an oath, and who acknowledged before me that he executed the same freely and voluntarily for the purposes therein expressed.

(Notary Seal)

STACIE M. VANDERBILT
Notary Public - State of Florida
Commission # HH 018717
My Comm. Expires Jul 29, 2024
Bonded through National Notary Assn.

Signature

Print Name Stacie M. Vanderbilt
NOTARY PUBLIC-STATE OF FLORIDA
My Commission Expires: 7/29/2024
Commission No. HH 018717

SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to VillaSol Community Development District ("VCDD") by:

(Print individual's name and title) George S. Flint, Vice-President

For:
(Print name of entity submitting sworn statement)

Whose business address is:

And (if applicable) its Federal Employer Identification Number (FEIN) is:

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement .)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), FLORIDA STATUTES, means a violation of any state oar federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1) (b), FLORIDA STATUTES, means a finding of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1) (a), FLORIDA STATUTES, means:

a. A predecessor or successor of a person convicted of a public entity crime; or

b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one (1) person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arms-length agreement, shall be a prima facie case that one (2) person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (36) months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1) (e), FLORIDA STATUTES, means any natural person or entity organized under the laws of any state of the United States with the

legal power to enter into a binding contract and which bids or apples to bid on contracts for the provision of goods or services let by a public entity or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement (indicate which statement applies).

X Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one (1) or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the pubic interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICE FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMONT PROVIDED IN SECTION 287.017, FLORIDA STATUTES, FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Date: 3/1/23

Signature

STATE OF FLORIDA
COUNTY OF ORANGE

The foregoing instrument was acknowledged before me this 1st day of March, 2023, by George S. Flint, as Vice President of GMF-CF, LLC, on behalf of _____.

Who is personally known to me, or Who produced _____ as identification, who did take an oath, and who acknowledged before me that he executed the same freely and voluntarily for the purposes therein expressed.

(Notary Seal)

STACIE M. VANDERBILT
Notary Public - State of Florida
Commission # HH 018717
My Comm. Expires Jul 29, 2024
Bonded through National Notary Assn.

Signature

Print Name Stacie M. Vanderbilt
NOTARY PUBLIC-STATE OF FLORIDA
My Commission Expires: 7/29/2024

Commission No. HH 018717

Subsection 6Bii

DPFG

DPFG Management and Consulting, LLC
250 International Pkwy #208
Lake Mary, FL 32746
(321) 263-0132

a Vesta company

Presented for:

VillaSol Community Development District

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March 1, 2023

Re: VillaSol Community Development District - Proposal for District Management Services

Dear Board of Supervisors of VillaSol Community Development District

On behalf of Vesta Property Services, Inc., it is my pleasure to submit the following proposal for District Management-related Consultant Services for your Community Development District. Our submittal outlines our company's qualifications and capabilities, in hopeful anticipation of providing these important services to the Board and Residents of the District.

In July of 2020, Vesta acquired DPFG of Florida, LLC. DPFG is an experienced and successful specialist in managing special taxing districts in Florida. Vesta is a Jacksonville-headquartered, leading property management company with three decades of successful experience throughout the state of Florida.

With this addition of District Management services, we now offer our client-communities all aspects of Community Management including Budgeting, Financial and Administrative Services, Financing/Refinancing of Bonds for public infrastructure, Special Methodology Assessment Structuring, Operational and Long-Term Capital Planning (all of which typically fall under "District Management Services"), as well as Homeowners Association, Amenities, and Field Operations Management Services.

Our proposal includes our District Manager, David McIness who will be assisted by our uniquely qualified, financial, accounting, and administrative leadership teams, to oversee immediate concerns and to forward-plan for the benefit of the residents of the community. It also includes additional support and services by our Field Manager, Larry Krause to assist with various field operations and vendor oversite. Thank you for your consideration of our proposal. We very much look forward to the opportunity to serve the community and work with the District, the Board of Supervisors, and other District Staff. Should you have any questions or require additional information, please feel free to contact me directly at (813) 390-6553 or scottsmith@vestapropertyservices.com.

Most respectfully,

Scott Smith
Vice President, District Management Services
DPFG Management and Consulting, LLC.
A wholly owned subsidiary of Vesta Property Services, Inc

Villa Sol

ABOUT US

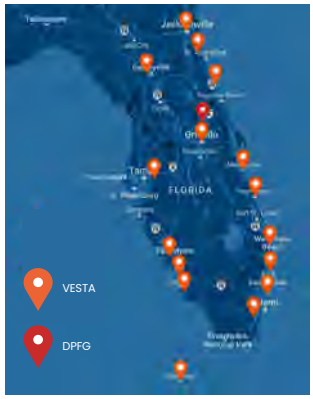
Founded by J. Frank Surface in 1993, Vesta has redefined property management with superior amenities programming, customized management in every community, and affordable, direct financing for communities. Initially formed through the merger of several smaller complimentary management companies, our intention is to provide a single place where all community needs are met.

OUR VISION

Vesta's vision is to provide communities with exceptional lifestyle services, a superior community management experience, and strong financial support for developers and communities. Our team is equipped with years of experience and expertise all under one roof.

OUR LOCATIONS

Vesta has (16) offices located throughout the state of Florida. We provide a range of services from Amelia Island to Key West and nearly everywhere in between.



LEADERSHIP TEAM

David Surface
Chief Executive Officer

David has been the CEO of Vesta Property Services since July 2020, overseeing the company's executive team and overall day-to-day operations. During the past decade, he has been significantly responsible for Vesta's strong growth by spearheading our mergers and acquisitions and strategic partnerships. As a result, Vesta has tripled in size during this period and achieved widespread recognition as a leading, full-service property management company throughout Florida. His career experience includes all aspects of real estate, both commercial as well as residential. Prior to joining Vesta, David was managing partner for a real estate finance, management, and brokerage company serving institutional clients

Chrissy Richie
Chief Accounting Officer

Christine was appointed Corporate Controller in June 2013 to oversee the accounting functions and human resources administration for Vesta Property Services. She previously served as Chief Financial Officer for a multimillion-dollar healthcare provider operating in 14 states. With over 25 years of leadership experience in corporate finance and accounting, Christine has developed accounting and financial infrastructure for multiple start-up companies that include accounting systems, compliance, and risk management, as well as implementation of employee benefit plans, employee policies and procedures, and training and organizational development.

Scott Smith
Vice President, District Management Services

Scott has over 20 years of extensive industry experience having been a District Manager, HOA Manager, worked in the hospitality field and most recently and extensively providing regional support for amenity operations across multiple regions within the state. He has been with Vesta for two years now and worked closely with covering the greater Tampa, Orlando and Jacksonville markets. He has recently transitioned to overseeing and supporting the district management division for Vesta. Scott is also a graduate of the Leadership Tampa Bay class of 2020.

MANAGEMENT SUPPORT

David McInness
District Manager

David McInnes has over 20 years of diverse experience in the executive and legislative branches of Florida government as well as over 10 years of special district experience. He has worked as a director, an "in house" consultant and as a project/contract manager. As a representative of a state agency, David played a key role in negotiating legislative proposals and department budget and solved many problems involving Florida residents.

David has been recognized by the St. Johns River Water Management District (SJRWMD) for his professionalism and understanding of regulations and is known for his disciplined intensity and work ethic. As Environmental Resource Coordinator at SJRWMD, David identified and implemented measures to improve the efficiency and effectiveness of the permitting process for the agriculture community by focusing on eliminating unnecessary expenses, processes and duplication; he resolved compliance issues in an effort to avoid formal administrative actions and he was the manager of many agricultural cost-share projects.

David is a Florida native and holds a Bachelor of Science in Finance (focus on investment and portfolio management), a Bachelor of Science in Real Estate and a Masters of Business Administration (focus on business administration). He is a trained first responder and volunteered for over 15 years as a reserve law enforcement officer for the State of Florida.

Larry Krause
Field Manager/Secondary District Manager

Larry Krause brings nearly 30 years of managerial and budget oversite experience to his current role as District Manager and Field Operations Manager. From managing production budgets in local television programming as director/producer in charge of overall production quality … to helping lead public information efforts for Osceola County Government in Central Florida and CareerSource Central Florida, Larry understands the importance of responsible budget management and striking a balance between getting the most out of every dollar and providing the best quality service with a smile.

As Field Operations Manager, Larry combines onsite visitations with in-depth community and area research, and lends a personal touch by maintaining constant communication with his vendors, working with them to ensure his communities look and feel like the home his residents want and expect.

MANAGEMENT SUPPORT *Contd.*

Logan Muether
Senior Financial Analyst

Logan Muether is a skilled Financial Analyst with experience relating to special district formation, implementation, financing and management. He has been working with DPFG/Vesta since 2019 and became the Senior Financial Analyst in 2021. Logan's primary responsibilities include management and applications of special assessment bonds and methodologies, strategic financial planning, and financial analysis for clients.

As Senior Financial Analyst of our District Management Services Division, Logan develops and prepares the annual budgets and administers all annual assessment rolls for Vesta/DPFG. During his tenure, Logan has developed budgets totaling over $200M in special assessments on behalf of the special districts. Logan holds a Bachelor's of Science in Business Administration with a focus in finance from Florida Southern College.

Johanna "Skye" Lee
Controller - District Manager Services

Skye Lee has 17 years in accounting and financial services. Before joining the Vesta Corporate Accounting team in 2020, Skye was responsible for overseeing the accounting in over 200 properties in the residential and commercial industry, as well as serving as a Development Analyst. She specialized in auditing, acquisition and disposition underwriting, due diligence, and construction accounting.

As Controller for our District Management Services Division, Skye oversees our staff accounting team members who are responsible for budgeting and forecasting and financial statement accounting as well as construction accounting. She oversees Accounts Payable, Accounts Receivable and our Payroll Services.

Bridgett Alexander
Accounting Manager

Bridgett is a Florida native and a graduate of Seminal State with a degree in Business information Management. She has a versatile background in accounting with over 10 years of experience in AP, AR, financial statement production and information systems. Bridgett is CPA eligible and currently studying to sit for the exam. She currently reviews monthly financials, reporting and annual audit preparation for all Districts.

MANAGEMENT SUPPORT *Contd.*

Austin Comings
Senior Accountant

Austin has been part of the accounting team with DPFG/Vesta since graduating from Florida Southern College in 2015. He has worked on various aspects of CDD accounting, including Accounts Payable, Construction Accounting, Financial Accounting, and now serves as the Senior Accountant. Austin is responsible for ensuring the district follows all Florida Statutes for the reporting of our CDD accounting, helps in the preparation of the yearly audits and budgets, and is involved in the accounting transition process for any new districts. He has also previously served as a District Manager on several properties.

Jacquelyn Leger
Senior Administratior

Ms. Leger is responsible for managing our Special Districts Administration Department. She oversees all the administrative responsibilities including the departments records management procedures and implementation guidelines through the State of Florida, Division of Library and Information Services and Bureau of Archives and Records Management.

Under the oversight of Ms. Leger, our Administrative Department ensures the proper preparation of agendas forBoard meetings and workshops, compiling necessary information for the assembling of the meeting agenda packets. Her team of professionals support the District Manager's responsibilities, by updating the District's meeting schedules and coordinating the proper legal/public notice and advertisement requirements for all meetings, Requests for Proposals and Public Hearings. The Administrative Department collects, stores, and transcribes the audio recordings into meeting minutes, coordinates the dissemination and proper signatures of resolutions, contracts and other District documents as approved/adopted by the Board and appropriately retains them in the District's files.

Ms. Leger has earned her bachelor's degree in Technical and Scientific Communication – Creative Writing from The University of Central Florida and is finalizing her MBA in Library and Information Science from the University of Washington.

“

We work so our residents can love where they live . . .

QUALIFICATIONS & EXPERTISE

The following outlines our specific experience, qualifications, and duties related to the general District Management services.

M

Meetings, Hearings, Workshops

- Plan, Organize, Lead, and Facilitate/Conduct all Meetings, Workshops and Public Hearings
- Supervisor Orientations, Training and Serving as a Trusted Advisor
- Lead Boards in Executive Goal Setting for the District
- Bond Refinancing, Assessment Methodology, Establishments

A

Accounting & Reporting, Audits, Budgeting, Administration, Assessments & Revenue Collection

- Accounting administration of combined operational and debt service budgets in excess of $41.3 million
- Placing special assessments on County tax bill, and/or collect directly, for 21,487 parcels throughout 10 counties in Florida
- Provided construction accounting for capital improvement programs in excess of $80 million
- Assessment consultant on 55 CDD bond issuances; issuing, refunding, or restructuring debt in excess of $450 million

D

District Operations

- Plan, organize and lead in the operational oversight of CDDs with operations and capital budgets in excess of $25 million
- Oversee performance of Amenity and Field Operations personnel, vendors, and District contracts
- Experienced District Managers with prominent level of Facilities Operations knowledge in public works, infrastructure improvements including, storm water systems, roads, and bridges and highly amenitized facilities

C

Capital Planning

- We offer Strategic Long-Term Capital Planning, using reserve studies and financial outlook analysis modeling
- Executive level experience in all aspects of long-term infrastructure budget management

R

Records

- We offer Strategic Long-Term Capital Planning, using reserve studies and financial outlook analysis modeling
- Executive level experience in all aspects of long-term infrastructure budget management

STATEMENT OF WORK

This statement of work (SOW) defines the Management Services that shall be provided to the District Board of Supervisors.

I. GENERAL CONSULTATION, MEETINGS AND DISTRICT REPRESENTATION

The Manager shall:

a. Assign a District Manager (Manager) subject to Board of Supervisor's approval. As the Manager, consult with the District Board of Supervisors and its designated representative, and when necessary, participate in such meetings, discussions, project site visits, workshops and hearings as may pertain to the administration, accomplishment and fulfillment of the professional services set forth herein with regards to the projects and general interest of the District.

b. Provide consultation and representation work with pertinent public agencies and private individuals in connection with the interests of the District. The service to be provided shall also include, but not be limited to planning, scheduling, production and quality control; coordination and administration of various professional service elements.

c. Attend regular and special meetings of the Board of Supervisors.

d. Manage the activities of the District financial consultants (i.e., accounts, financial advisors, Trustee as necessary so that required reports are made timely to bondholders, State Comptroller and Auditor General of the State of Florida.)

e. Coordinate activities between the District's Engineer for infrastructure and operations and maintenance to ensure that all District operations are conducted in accordance with the required permits and regulations.

f. Coordinate with the District's legal counsel to ensure that all District operations are conducted in accordance with Chapter 190, Florida Statutes and all other related Florida Statutes.

g. Prepare, coordinate, and submit to the District's Board of Supervisors a proposed Annual Budget and administer the Adopted Budget of the District.

h. Review draft audited financial statements from independent auditors,

STATEMENT OF WORK *Contd.*

management letter suggestions and internal control opinions issued by the auditor.

i. Coordinate activities between the District, County, property Appraiser and Tax Collector's office pursuant to Chapters 197, 190, and 170, Florida Statutes.

j. Coordinate filing of any special assessment tax roll with County and City governments by the District's financial advisor.

k. Support District contract negotiations as needed.

l. Assign and oversee a Field Manager. Consult with and advise the District's Board of Supervisors on matters related to the operation and maintenance of District's property.

m. Coordinate the activities and advise any advisory boards of the District.

n. Implement the policies established by the District, in connection with the operation of the District.

o. Immediately notify the Board of Supervisors and other interest parties of any major issue that could have a negative impact the District.

p. Provide all other services necessary to effectively manage the operation of the District

II. ADMINISTRATIVE SERVICES

The Manager shall:
a. Notice all public meetings and other required legal advertising (i.e., public bidding, rates and rule amendments) in accordance with Chapters 189 and 190, Florida Statutes.

b. Prepare Board meeting agenda packages and submit same to the Board of Supervisors in accordance with meeting schedule.

c. Record and transcribe summarized meeting minutes, review for correctness, and provide same to the Board of Supervisors.

STATEMENT OF WORK *Contd.*

d. Maintain an action item list, oversee open items until completion, and recommend closure of each action by the Board of Supervisors.

e. Serve as the District's agent in disseminating information that is requested pursuant to the public records of the State of Florida.

f. Prepare correspondence and other reports as required.

g. Maintain District files in accordance with public record laws.

h. Provide and maintain a District's website for communications with residents in the community.

i. Transmit approved minutes to local governing authorities.

III. GENERAL SERVICES

The Manager shall:

a. Establish an annual calendar of activities relating to:

1. Accounting/financial reporting
2. Milestone dates for annual audits (preliminary, start, field work, draft report, and final report.)
3. Arbitrage calculation dates.
4. Bond compliance pursuant to the trust indenture. 5. Budget process dates.
5. Budget process dates.
6. Special assessment certification dates.

b. Implement internal controls and procedures providing adequate segregation of duties and proper separation between various funds and account groups in order to safeguard District assets including bank accounts, and check stock.

c. Maintain books and records and related back-up documentation for all fund types and account groups consistent with Government Generally Accepted Accounting Principles; including:

1. General fund (O&M)
2. Capital project funds
3. Debt service fund (including revenue and reserve funds)
4. Fixed asset account group
5. Long-term debt group

STATEMENT OF WORK *Contd.*

d. Establish bond compliance tracking procedures and completion of all requirements.

e. Coordinate year-end financial audits, including meeting with and providing all requested information needed by the auditor to timely perform said audit and to review audit invoices to ensure that audit work remains within authorized limits.

f. File audited financial statements and annual financial report to local governments and State agencies in accordance with Florida Statutes and District's bond covenants.

g. Coordinate annual arbitrage calculations with arbitrage consultants and ensure that deposits into the related accounts are made by the Trustee as identified by the arbitrage rebate calculation.

h. File, as required, certificates requesting exemption from County and City taxes.

i. File Federal and State taxes, when required.

j. Ensure District maintains adequate insurance. (i.e., general liability, public officials' liability/error and omissions and property).

k. File required reports for local government (i.e., public depositors report, public facilities report.)

The Manager shall provide the following Monthly services:
a. Issue monthly financial statements to the Board of Supervisors and all other interested parties.

b. Issue monthly action item list tracking open issues and recommending closure for Board of Supervisor's approval.

c. Reconcile monthly investment statements:

1. Review investment types to determine whether they comply with indenture requirements and meet District cash flow needs.
2. Direct Trustee on investment portfolios.
3. Review investment performance

d. Review and process all general operating expenditures incurred by the

STATEMENT OF WORK *Contd.*

District to ensure payment are in accordance with approved contracts, which include obtaining Board approval and disbursement from the appropriate funds.

e. Provide any additional financial reporting that maybe requested by Board of Supervisors.

f. Maintain database for assessment roll.

IV. GENERAL SERVICES

The Manager's Field Manager shall:

a. Coordinate activities with the District Manager for planning, developing, controlling and evaluating field maintenance contracts and programs.

b. Develop and oversee the annual maintenance program as identified in the adopted budget of the District, develop policies, purchase requests and conduct competitive bidding, when necessary.

c. Review and sign purchase orders and service contracts to facilitate field operations. Approve invoices for payment.

d. Direct District contractors who provide installation, repair and maintenance of District properties including:

1. Roadways and Gatehouse
2. Landscaping
3. Irrigation systems
4. Common fences and walls
5. Stormwater Facilities, Ponds and Lakes
6. Clubhouse and other recreational amenities

e. Develop and implement a capital improvement plan based on the approved District Reserve Study and Board of Supervisors approval of the plan.

f. Answer questions and requests from Stoneybrook West residents concerning District field operations.

g. Coordinate with City and County officials regarding related field maintenance issues.

STATEMENT OF WORK *Contd.*

h. Coordinate with insurance carriers, District and non-District, for damages to District property and oversee restoration of these properties.

i. Prepare, as required, portions of the District operations budget and monitor budget line item activity for field maintenance.

j. Receive general administration supervision and guidance from District Manager.

k. Correspond as required with the District Board of Supervisors and with the public as District representative. Provide to the Board of Supervisors a monthly status report.

l. Administrate daily activities and conduct monthly on-site inspections.

m. Help develop and enforce District policies and procedures including preventing, resident and non-resident, intrusion and/or damage to District property; ensure restoration is completed if necessary

V. FUND SPECIFIC SERVICES

The Manager shall provide the following General Fund services:

a. Bill and collect fees as needed (e.g., permits, inspections, document preparations).

b. Receive and transmit assessment receipts to appropriate funds in accordance with adopted budgets and annual assessments.

The Manager shall provide the following Debt Service Fund services:

a. Coordinate with Trustee to ensure District maintains reserve fund requirements in accordance with trust indenture.

b. Review trust statements to ensure funds are transferred and deposited in appropriate accounts (i.e., interest earnings are transferred to appropriate accounts, prepaid assessments and annual assessments are deposited in appropriate accounts.)

c. Coordinate with Trustee that mandatory principal and interest payments and special principal payments are made.

REFERENCES

Community Name: Beach CDD ("Tamaya")
Contact: Stephen Kounoupas, Board Supervisor
Contact Phone: (904) 343-2710
Project Type: Planned community of 1,000+ homes
Location: Jacksonville, Florida

Community Name: Grand Haven CDD
Contact: Chip Howden, Chairman
Contact Phone: (386) 283-7741
Contact Email: chiphowden@cfl.rr.com
Project Type: Planned community of 1,000+ homes
Location: Palm Coast, Florida

Community Name: Solterra CDD
Contact: Karan Wienker, Chair
Contact Phone: 310-890-8687
Contact email: karanlee@icloud.com
Project Type: Planned community of 1189+ homes
Location: Davenport, Florida

Community Name: Avalon Groves CDD
Contact: Candice Smith, Kolter Land ,Chair
Contact Phone: 813-615-1244
Contact email: csmith@kolter.com
Project Type: Planned community of 1724+ homes
Location: Clermont, Florida

Community Name: Asturia CDD
Contact: Glenn Penning, Chairman
Contact Phone: (309) 712-7621
Contact Email: seat2@asturiacdd.org
Project Type: Planned community of 1190 homes
Location: Wesley Chapel, FL
(Recently transitioned from Inframark on Dec. 1, 2022.)

Community Name: Heritage Harbor CDD
Contact: Clint Swigart, Seat #3
Contact Phone: (813) 226-7948
Contact Email: cds8011@gmail.com
Project Type: Planned community of 669 homes
Location: Lutz FL

"Vesta has done an outstanding job and continues to adapt to the ever-changing environment and needs of the community and its residents. Vesta has seen the amenities are maintained in the most up to date manner and one the residents are proud of.

I along with the rest of the nine (9) member Federation Board would highly recommend Vesta for any position for which they may be considered."

– Jack Davidson, President Federation Board, Kings Point Sun City Center

FEE SCHEDULE FOR PROPOSED SCOPE OF SERVICES

Vesta/DPFG proposes to maintain our fees set at $66,000/year through Fiscal Years, 2023 and 2024 for District Management Services. We would like to also show that we typically charge $2,500 for transition fees but will waive those costs. Our fees include services for District Management, Administration, Recording, Financial Accounting for General Fund, Debt Service Funds and a Reserve Fund, and the Assessment Roll and Dissemination Services provided to the Stoneybrook West Community Development District.

SERVICES	CURRENT	PROPOSED FEES
Dissemination Agent	$1,000	$1,000
Management Consulting	$47,380	$50,000
Special Assessments	$5,150	$5,000
Field Services	$48,000	$48,000
TOTAL	$101,530 annually	$104,000 annually
One-Time Transition Fee (See schedule of additional fees)		$5,000 50% discount $2,500 total

District Management Services Include:

- Up to 12 meetings and 1 budget workshop per year, 4 hours in length.
- Administrative and Accounting
- Tablets/electronic device for Supervisors use at meetings

FEE SCHEDULE FOR PROPOSED SCOPE OF SERVICES *Contd.*

Assessment Administration Services Include:

- Assessment Roll Preparation Services
- Preparation of the assessment roll and the timely submittal of the roll to the tax collector. Certification, direct billing, and funding request processing, as well as responding to property owner and realtors for Estoppel letters, bond payoff information and other collection related work.

Computer Time/Information Technology:

- This service is included in our District Management Fee

Website Administration:

- Initial work to migrate, host the website and pages.
- Ensure updated district documentation and contacts are posted on a monthly bases.

All annual fees for District Management & Field Management Services listed above will be billed on a monthly bases in 12 monthly installments. Any fees for additional services will be billed following services rendered with board approval.

"Their team is committed to ensuring the residents enjoy their time at the amenity centers and provide a safe/friendly environment. The parties and events, newsletters and other social media communications ensure the residents are well-informed throughout the year."

– Jason Harrah, Board Supervisor, Durbin Crossing CDD, 2014 - Present

SCHEDULE OF ADDITIONAL SERVICES OFFERED AND FEE SCHEDULE

1. **Additional District Meetings:** The District Management fees proposed are based upon the District holding up to 12 regular meetings and 1 budget workshop each year that each last up to 4 hours in length.
   - $175/hour: An additional $175/hour fee will be billed to the District, for each hour past the initial 4-hour meeting timeframe included in this proposal.
   - $800 per meeting: Additional meetings or workshops outside of the aforementioned amount will be billed to the District at a total fee of $800/per meeting.

2. **Litigation Services:** Additional services to support or defend the District in legal proceedings will be billed at an hourly rate of $175/hour but only upon board direction and approval.

3. **Debt Service Fund Accounting & Assessment Collection Services:** If the District issues additional debt, the proposed fee for these services would be $5,500 annually per bond issue.

4. **Assessment Methodology Consultant Services (Special Methodology Reports):**
   - New Bond Issuance Fee: $25,000 per new bond issuance.
   - Refinance Fee: $15,000 per bond refinance
   - Bond Anticipation Notes: $15,000 per issuance.

5. **Long-Term Capital Planning:**
   - Long Term Capital Planning: $5,000 (reduced from $10,000)
   - This fee includes the costs associated with DPFG providing all the Capital Planning, Funding, and Infrastructure Reinvestment Budgeting, producing a long term (10 year) financial outlook model to help the District/ Board to prioritize, plan for future costs and identify future assessment values for Operations and Maintenance as well as Infrastructure/Capital Items. Note: Does not include a Reserve Study.

6. **Additional Services:** Should Vesta Property Services, Inc. and/or DPFG be requested to provide additional services not covered in this proposal, fees for such services shall be negotiated in accordance with the terms mutually agreed upon by the District and Vesta Property Services, Inc.

EXHIBIT B: MISCELLANEOUS FEES

Please quote the following miscellaneous supplies that are to be billed monthly as an invoice:

Note: Expand this list to include all supplies required to support your Manager Services.

ALL MISCELLANEOUS FEES INCLUDED IN REGULAR FEE SCHEDULE.

	Item	Cost ($)
1	Agenda package	N/A
2	Tapes/CS	N/A
3	Binders	N/A
4	# 10 envelope	N/A
5	9 x 12 envelope	N/A
6	10 x 13 envelope	N/A
7	Storage box	N/A
8	Copy	N/A
9	USPS	N/A
10	Fed Ex	N/A
11	Conference calls	N/A
12	Offsite storage (archival)	N/A

FIRM'S CERTIFICATION

STATE OF
COUNTY OF

I, Scott V. Smith, of DPFG Management & Consulting LLC (company), submitting to furnish the following described materials, equipment, and/or services to the VillaSol Community Development District ("VCDD").

HEREBY CERTIFIES THAT:

1. Bidder/Firm has thoroughly inspected the specifications or request for proposal and understands the terms and conditions thereof and they are incorporated by reference in the bid or proposal for said goods or services, and have verified measurements, if applicable.
2. The bid or proposal is Contractual and binding and shall be valid for not less than ninety (90) days from the date of bid opening. A longer time may be set out in the bid, the proposal, or as negotiated between the Bidder/Firm and VCDD.
3. The bid or proposal is made by a person authorized to bind the Bidder/Firm.
4. The bid or proposal is made without unlawful collusion between another Bidder/Firm or potential Bidder/Firm, or with any officer or employee of VCDD.
5. The bid or proposal is in full compliance with the Copeland Anti-kickback statute.
6. The bidder does not discriminate on the basis of race, color, national origin, sex, religion, age, or handicapped status in employment or in the provision of services.

Scott Smith

Print Name: Scott V. Smith

STATE OF Florida
COUNTY OF Seminole

The foregoing instrument was acknowledged before me this 3 day of March, 2023, by Scott V. Smith, as Vice President (title) of DPFG Management & Consulting LLC (name of company), on behalf of ____(type of entity). Who is personally known to me, or Who produced _____ as identification, who did take an oath, and who acknowledged before me that he executed the same freely and voluntarily for the purposes therein expressed.

(Notary Seal)

Notary Public State of Florida
Jacquelyn Leger
My Commission GG 959696
Expires 02/18/2024

Jacquelyn Leger

Signature Jacquelyn Leger

Print Name
NOTARY PUBLIC-STATE OF Florida
My Commission Expires: 02/18/2024
Commission No. 959696

NO LOBBYING AFFIDAVIT

STATE OF Florida

COUNTY OF Seminole

This, 1st, of March, 2023, Scott V. Smith being first duly sworn, deposes and says that he or she is the authorized representative of DPFG Management & Consulting LLC (Name of the authorized Contractor , Contractor or individual), maker of the attached request for proposal released by VillaSol Community Development District, and that the Firm and any of its agents agrees to abide by VillaSol Community Development District's no lobbying restrictions in regards to this solicitation.

Affiant

The foregoing instrument was acknowledged before me this 1st day of March, 2023, by Scott v. Smith, Vice President (name of person, officer, or agent, title of officer or agent), of DPFG Management & Consulting LLC (name of corporation or partnership, a Vesta Property Services Inc. (state of incorporation or partnership, if applicable).

Who is personally known to me,

Who produced _____ as identification, who did take an oath, and who acknowledged before me that he executed the same freely and voluntarily for the purposes therein expressed.

(Notary Seal)

Notary Public State of Florida
Jacquelyn Leger
My Commission GG 959696
Expires 02/18/2024

Signature Jacquelyn Leger

Print Name Jacquelyn Leger

NOTARY PUBLIC-STATE OF Florida

My Commission Expires: 02/18/2024

Commission No. 959696

SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to VillaSol Community Development District ("VCDD") by:

(Print individual's name and title) Scott v. Smith. Vice President

For: DPFG Management & Consulting LLC
(Print name of entity submitting sworn statement)

Whose business address is: 250 International Parkway, Suite 208
Lake Mary, FL 32746

And (if applicable) its Federal Employer Identification Number (FEIN) is: 61-1806473

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement .)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), FLORIDA STATUTES, means a violation of any state oar federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1) (b), FLORIDA STATUTES, means a finding of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1) (a), FLORIDA STATUTES, means:

a. A predecessor or successor of a person convicted of a public entity crime: or

b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one (1) person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arms-length agreement, shall be a prima facie case that one (2) person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (36) months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1) (e), FLORIDA STATUTES, means any natural person or entity organized under the laws of any state of the United States with the

legal power to enter into a binding contract and which bids or apples to bid on contracts for the provision of goods or services let by a public entity or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement (indicate which statement applies).

_✓_ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one (1) or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the pubic interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICE FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMONT PROVIDED IN SECTION 287.017, FLORIDA STATUTES, FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Date: 3/01/2023

Signature Scott Smith

STATE OF Florida
COUNTY OF Seminole

The foregoing instrument was acknowledged before me this 3 day of March, 2023, by Scott V. Smith, as Vice President of DPFG Management & Consulting, on behalf of _____.
Who is personally known to me, or Who produced _____ as identification, who did take an oath, and who acknowledged before me that he executed the same freely and voluntarily for the purposes therein expressed.

(Notary Seal)

Notary Public State of Florida
Jacquelyn Leger
My Commission GG 959696
Expires 02/18/2024

Signature Jacquelyn Leger

Print Name Jacquelyn Leger
NOTARY PUBLIC-STATE OF Florida
My Commission Expires: 02/18/2024
Commission No. 959696

CERTIFICATES OF INSURANCE

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 1/6/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher Risk Management Services, LLC 501 Riverside Ave Suite 1000 Jacksonville FL 32202	**CONTACT NAME:** Jessica Goff **PHONE (A/C, No, Ext):** 904-548-2301 **FAX (A/C, No):** 904-634-1302 **E-MAIL ADDRESS:** Jessica_Goff@ajg.com
INSURED VESTAP0001 Vesta Property Services, Inc. FT, LLC 245 Riverside Avenue Suite 300 Jacksonville FL 32202	**INSURER(S) AFFORDING COVERAGE** — **NAIC #** **INSURER A :** Philadelphia Indemnity Insurance Company — 18058 **INSURER B :** Tokio Marine Specialty Ins Co — 23850 **INSURER C :** Accident Fund Insurance Company of America — 10166 **INSURER D :** AXIS Surplus Insurance Company — 26620 **INSURER E :** **INSURER F :**

COVERAGES **CERTIFICATE NUMBER:** 631927089 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO-JECT X LOC OTHER:			PHPK2365457	1/1/2022	1/17/2023	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG Liquor	$1,000,000 $300,000 $20,000 $1,000,000 $2,000,000 $2,000,000 $1,000,000
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY X HIRED AUTOS ONLY SCHEDULED AUTOS X NON-OWNED AUTOS ONLY			PHPK2365457	1/1/2022	1/17/2023	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$1,000,000 $ $ $ $
B	UMBRELLA LIAB X OCCUR X EXCESS LIAB CLAIMS-MADE DED RETENTION $			PUB810755	4/1/2022	1/17/2023	EACH OCCURRENCE AGGREGATE	$1,000,000 $1,000,000 $
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		UHWCP10007441801	1/1/2023	1/1/2024	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $1,000,000 $1,000,000 $1,000,000
D	Excess Liability			P00100083759101	4/1/2022	1/17/2023	Each Occurrence Aggregate	$2,000,000 $2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Abuse & Molestation - $1MM/ per occurrence, $2MM/ annual aggregate. Policy # PHPK2365457 1/1/22-1/17/23
Excess policy, written by Tokio, sits over General Liability, Auto Liability, Employee Benefits Liability, Liquor Liability, Abuse or Molestation, and Employer's Liability. 4/1/22-1/17/23

CERTIFICATE HOLDER	CANCELLATION
Proof Of Coverage	**SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.** **AUTHORIZED REPRESENTATIVE** Jessica Goff

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CERTIFICATES OF INSURANCE *Contd.*

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/YY/YYYY) 08/09/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

If this certificate is being prepared for a party who has an insurable interest in the property, do not use this form. Use ACORD 27 or ACORD 28.

PRODUCER	CONTACT NAME: Associations Insurance Agency, Inc.
Associations Insurance Agency, Inc. 5401 North Central Expressway, Suite 315 Dallas, TX 75205	PHONE: (866) 384-8579 FAX: (214) 751-2390 E-MAIL ADDRESS: Info@AssociationsInsuranceAgency.com PRODUCER CUSTOMER ID: 00003921

INSURED	INSURER(S) AFFORDING COVERAGE	NAIC #
Vesta Property Services, Inc. (Jacksonville) 245 Riverside Ave, Suite 300 Jacksonville, FL 32202	INSURER A: Federal Insurance Company	
	INSURER B: AIG Specialty Insurance Company	
	INSURER C: Beazley Insurance Company, Inc.	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF DATE (MM/DD/YYY)	POLICY EXP DATE (MM/DD/YYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY	$
	☐ POLICY ☐ PROJECT ☐ LOC						GENERAL AGGREGATE	$
	☐ OTHER:						PRODUCTS - COMP/OP AGG	$
								$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	☐ ANY AUTO						BODILY INJURY (Per person)	$
	☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	☐ HIRED AUTOS ☐ NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
								$
	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	☐ DED ☐ RETENTION							$
	WORKERS COMPENSATION AND EMPLOYERS LIABILITY						☐ PER STATUTE ☐ OTH-ER	$
	ANY PROPPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N/A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A-C	Various			Various	08/01/2022	08/01/2023	See Page 2 for Policy Limits & Deductibles	

SPECIAL CONDITIONS / OTHER COVERAGES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER	CANCELLATION
• Insurance Verification	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Dana Hodge

ACORD 25 (2009/09)

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CERTIFICATES OF INSURANCE *Contd.*

COMMENTS / REMARKS

EXECUTIVE RISK PACKAGE
Federal Insurance Agency
Policy #: 82622087
Effective: 08/01/2022 - 08/01/2023
Management Liability and Company Reimbursement (Directors and Officers Liability)
•$3,000,000 Aggregate Limit of Liability
•$250,000 Retention per Loss
•02/02/2001 Retroactive Date
Employment Practices Liability
•$3,000,000 Aggregate Limit of Liability
•$350,000 Retention per Loss
•02/02/2001 Retroactive Date
Pension & Welfare Benefit Plan Fiduciary Liability
•$3,000,000 Aggregate Limit of Liability
•$1,000 Retention per Loss
•02/02/2001 Retroactive Date
Subject to the terms and conditions stated in the policy.

****

MISCELLANEOUS PROFESSIONAL LIABILITY
AIG Specialty Insurance Company
Policy #: 01-423-23-23
Effective: 08/01/2022 - 08/01/2023
Limit of Liability
•$10,000,000 Each Loss
•$10,000,000 Aggregate
•$250,000 Retention per Loss
•01/25/2002 Retroactive Date
Description of Covered Professional Services:
Property Owner Association Management including but not limited to the following services:
Property manager, real estate agent/broker, consultation services, publishing, media services, website administration, construction management -agency, engineering consultative services, fire watch services, crime prevention training, debt collection, title company operations, home inspections, software development, pool and spa maintenance.

****

CRIME COVERAGE
Beazley Insurance Company, Inc.
Policy #: V2822210401
Effective: 08/01/2022-08/01/2023
Employee Dishonesty/Forgery or Alteration/On Premises/In Transit/Money Orders and Counterfeit Paper and Currency Fraud/ Computer Fraud and Funds Transfer Fraud/Client Property Coverage
•$6,000,000 Limit of Liability
•$100,000 Deductible per Loss
Subject to the terms and conditions stated in the policy.

****

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Contact Us

250 International Pkwy #208
Lake Mary, FL 32746

Phone: (321) 263-0132

Subsection 6Biii

PFM

VillaSol Community Development District

Osceola County, Florida

Prepared on March 3, 2023

PFM Group Consulting LLC
Vivian Carvalho
Senior District Manager
Business Development
3501 Quadrangle Blvd.
Suite 270
Orlando, FL 32817

March 3, 2023

VillaSol Community Development District

District Management Services

DMS RFP

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PFM Group
Consulting LLC

3501 Quadrangle Blvd.
Suite 270
Orlando, Florida 32817

407.723.5900
pfm.com

ABOUT PFM

PFM is the marketing name for a group of affiliated companies providing a range of services. All services are provided through separate agreements with each company. This material is for general information purposes only and is not intended to provide specific advice or a specific recommendation.

Financial advisory services are provided by PFM Financial Advisors LLC, registered municipal advisors with the Securities and Exchange Commission (SEC) and the Municipal Securities Rulemaking Board (MSRB) under the Dodd-Frank Act of 2010. Swap advisory services are provided by PFM Swap Advisors LLC which is registered as a municipal advisor with both the MSRB and SEC under the Dodd-Frank Act of 2010, and as a commodity trading advisor with the Commodity Futures Trading Commission. Additional applicable regulatory information is available upon request.

Consulting services are provided through PFM Group Consulting LLC. PFM's financial modeling platform for strategic forecasting is provided through PFM Solutions LLC. A web-based platform for municipal bond information is provided through Munite LLC.

For more information regarding PFM's services or entities, please visit www.pfm.com.

March 3, 2023

VillaSol CDD
District Board of Supervisors
c/o Scott Clark
Clark & Albaugh, LLP
1800 Town Plaza Court
Winter Springs, FL 32708

pfm

3501 Quadrangle Blvd.
Suite 270
Orlando, Florida 32817
407.723.5900

pfm.com

RE: VillaSol CDD District Management Services

Dear Mr. Clark:

PFM Group Consulting LLC ("PFM") appreciates the opportunity to submit our proposal for District Management Services to the VillaSol Community Development District (the "District"). Our proposal includes additional services we would be pleased to offer the District under separate agreement with our affiliated companies such as financial advisory services provided by PFM Financial Advisors LLC ("PFMFA"), our registered municipal advisor affiliate.

The PFM Group of companies have roots in the municipal finance industry that go back over 40 years. From the outset, we wanted to be a firm that is very different from our competitors; an independent advisory firm with technical resources matching those of the most sophisticated Wall Street investment banks. Local governments around the nation have responded favorably to this focus, resulting in sustained long-term relationships with our clients while allowing for the addition of new clients. The industry-standard for reporting transaction experience is through Refinitiv (formerly Thomson Reuters), who has ranked our municipal advisory affiliate, PFMFA, #1 in the nation and the State of Florida in terms of overall issues and par amount as of December 31, 2021. Our independence is significant, but it is just the beginning of our qualifications. Below we summarize the reasons we believe our affiliate, PFM Group Consulting, to be the optimal choice for the District.

District Management Services: Through the acquisition by our affiliate of the majority assets of Fishkind & Associates, Inc., PFM is capable of providing our special district clients with what we believe to be highly effective services at every stage of a District's life -- from establishment to full development. In Florida, we continue to add clients and have an experienced team of professionals to provide clients with the level of service they expect and deserve. Our scope of services includes but are not limited to general consultation, orchestrating and managing meetings, District representation, accounting services, capital budgeting and improvement plan, recording and transcribing meeting minutes, record management, coordination of annual assessments, lien book

maintenance and continuing disclosure assistance services. In addition, we offer field management services from our internal team as well as through a third-party sub-contractor. A sample of the Field Manager Services Report and Work Order Report is outlined in Exhibit C.

Staff: Our team currently consists of over 15 professional staff members including five experienced District Managers who have over 44 years combined length of service in the industry. Additionally, our team includes Accountants, Assistant District Managers, Administrative Support, and Field Specialist subcontractors to service our districts. As we continue to grow, we continue to assess our team and add additional resources to serve our clients.

Availability: Our team manages over 60 special districts at various stages of the district's life cycle including multiple Districts in Osceola County. Clients include community development districts, stewardship districts and recreational districts. We are committed to working with each of the districts based on their specific and changing needs at each stage of the life cycle. Each of our District Managers have a portfolio that encompasses districts in various stages of development.

Cost: Our focus is to provide cost effective service that results in significant value to our clients and our fees reflect the changing needs of the district as it transitions from establishment to development to full build out. Based on our understanding of the District's current needs and stage of development, we would propose the Management Fee as outlined in Exhibit B. We hope to build a long, mutually beneficial relationship with the District and as such our fees are fully negotiable to meet the needs of the District.

In closing, we are pleased to open this discussion and look forward to having the opportunity to discuss our proposal to serve as District Manager to VillaSol CDD. The community can be assured that this engagement is a high priority for us, and we are committed to dedicating the full range of PFM's exceptional services and resources. We understand the scope of work to be performed and commit to doing so on the District's schedule. We believe PFM's relevant experience and dedicated project team — makes us the ideal choice as the VillaSol CDD's District Manager.

Sincerely,

Vivian Carvalho

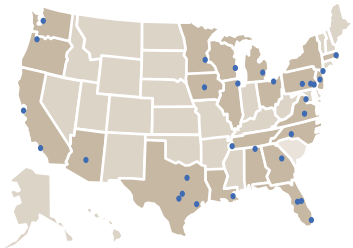
Vivian Carvalho
Senior District Manager
Business Development
PFM Group Consulting LLC

Firm Profile

PFM was founded in 1975 with the mission of providing independent financial advice to state and local governments, governmental agencies and authorities in the debt issuance process and began providing management and budget consulting services in the early 1990's. In 2014, as a result of the U.S. Securities and Exchange Commission's ("SEC's") new rules for Municipal Advisors (born out of Dodd-Frank) our firm's corporate structure was reorganized so that municipal advisory services could be delineated clearly from other financial consulting services. Accordingly, given the regulation of municipal advisory activities, financial advisory services are now offered through PFM Financial Advisors LLC ("PFMFA"), which commenced operations on June 1, 2016. Financial advisory relationships previously with PFM, Inc. have transitioned and been assigned from PFM, Inc. to PFMFA — which are collectively referred to as PFM. PFMFA is a Partnership under Limited Liability Company formed in the State of Delaware. Today, this mission continues with PFM Financial Advisors LLC ("PFM"). PFM, as successor in interest of the financial advisory and consulting businesses of Public Financial Management, Inc., has one of the largest financial advisory teams in the public finance industry, maintaining an expansive national presence.

PFM and its affiliates are wholly owned by its 53 Managing Directors (as of 1/11/22), who set the firm's strategic direction. Working hand-in-hand with our clients in helping them to achieve their immediate and long-term objectives, PFM and its affiliates bring a broad and deep range of expertise and experience to bear on our client engagements. As of December 2022, PFM consisted of more than 350 employees, including 222 financial advisory personnel, located in 31 offices and locations across the United States.

350+ EMPLOYEES



31 LOCATIONS

In order to further assist our clients with special district management, economic and financial consulting, we acquired the majority assets of Fishkind & Associates, Inc. in 2019. The company was formed in 1987 and has grown steadily since its inception. We now are able to leverage this extensive experience in economic and fiscal impact analysis, policy studies, forecasting, and finance throughout Florida and the United States.

Our expanded services, provided through PFM Group Consulting LLC ("PFMGC") include **special district management and accounting**, real estate analysis and development, management services, market research, feasibility studies, fiscal impact assessments, project feasibility, and asset valuations.

In addition to our district management and accounting services, our registered municipal advisory subsidiary, PFM Financial Advisors LLC ("PFMFA") is involved in key financial advisory roles to special districts, local governments, redevelopment agencies, and other governmental clients. In this capacity, we formulate innovative financing plans, provides economic advice and direction, and evaluates financing alternatives and have participated in structuring over $5 billion in infrastructure & municipal financings.

PFMGC also conducts residential real estate feasibility research that involves price, product and supply analysis, as well as extensive consumer research and focus group studies. As a result, we have considerable skill in analysis and interpretation of consumer preferences, behavior patterns, and demographic trends.

The PFM corporate affiliates include[1]:

- **PFM Financial Advisors LLC**: advises on debt management and portfolio optimization, transaction structuring and execution, capital and financial planning, credit analysis, policy development, and investor relations strategies, among other services. PFM Financial Advisors LLC is a registered municipal advisor with the Securities and Exchange Commission ("SEC") and the Municipal Securities Rulemaking Board ("MSRB").[2]
- **PFM Group Consulting LLC**: in addition to District Management services, PFM Group Consulting LLC's Management and Budget Consulting practice ("MBC") provides a broad range of services, including multi-year financial planning, consolidating and shared-services analysis, operational and program analysis, revenue maximization, fleet management, workforce analysis, and pension and other post-employment benefits (OPEB) review and strategies.
- **PFM Swap Advisors LLC ("PFMSA")**: PFMSA includes professionals dedicated to advising clients on initiating and managing interest rate swaps, and other derivative products in order to help manage the risk profile of their debt portfolio. PFMSA is registered as a municipal advisor with both the MSRB and SEC under the Dodd-Frank Act of 2010, and as a commodity trading advisor with the Commodity Futures Trading Commission.
- **PFM Solutions LLC**: PFM Solutions LLC provides innovative services and solutions to our clients, such as Synario®, a flexible financial modeling platform designed to produce dynamic, multi-year financial projections to facilitate strategic planning for various industry sectors.

Services Offered

- Debt & Swap Portfolio Management
  - Debt Structure Financing Alternatives/Terms
- Credit Strategy
  - Direct Relationships with Rating Agencies

[1] *Services provided by PFM's affiliates are offered pursuant to separate agreement and fees.*

[2] *PFM Financial Advisors LLC's SEC Number is 867-02030 and MSRB ID is K1162.*

- Dedicated Bond Pricing Group
- Swap Monitoring & Risk Management

- Public Private Partnerships (“P3s”)
  - Feasibility & Valuation Analysis
  - Procurement Process Management
  - Evaluation of Financing Alternatives
  - Transaction Management
  - Housing
  - Transportation
  - Energy
  - Schools
  - General Governments
  - Water & Wastewater
  - Constant Communication
  - Development of Direct Investor Relations Strategies
  - Specialized Services
  - Economic Development
  - Airports & Seaports
  - Higher Education
  - Healthcare
- Quantitative Strategies
  - Capital Financing
  - Strategic Planning
  - Budgeting
  - Cash Flow
  - Forecasting

Special Assessment Districts

Through our PFMGC and PFMFA affiliates, PFM provides district management and financial advisory services to more than 60 of the over 700 special districts throughout Florida including Community Development Districts (“CDDs”), Stewardship Districts, Recreational Districts and Improvement Districts. We use a team approach to providing these services, so numerous team members are aware of the needs and desires of each client. Further, our team members are knowledgeable of the requirements and nuances of relevant state statutes and share best practices to address issues facing districts statewide.

District Management Services

PFMGC provides services to variety of special districts including:

- Community Development Districts
  - Governed by Florida Statutes Chapter 190 (and Chapter 170)
- Stewardship Districts
  - Governed by Florida Statutes Chapter 190 and Chapter 298
  - Established & governed by a Special Act passed by the Florida legislature
  - Typically used for large tracts of land with a longer build out period and when there is a desire to preserve large portions of land for conservation, which allow for more thoughtful and coordinated management of the District
- Recreational Districts

- Governed by Florida Statutes Chapter 418
- Recreational Districts are limited in nature to the construction, acquisition, replacement operation and maintenance of recreational amenities

- Improvement Districts
  - Governed by Florida Statues Chapter 190 as an alternative method of planning, acquiring, operating and maintaining community-wide improvements

Using a dedicated staff with extensive knowledge in the operation of districts, PFMGC provides the following services:

General Management and Administrative Services: PFMGC provides standard administrative services necessary for the proper function of special districts and other projects to help them operate and comply with applicable statues, laws, codes, rules and regulations, including Florida Statutes Records Requirements of Chapter 119. We attend and help facilitate all scheduled and special meetings, including preparing agendas and minutes for all Board of Supervisors' meetings, helping to ensure meeting notices are published, and coordinating other logistical matters. Further, we document and update all items for the "record of proceedings," solicit proposals for contracts, review and recommend vendors based on proposals received, aid in negotiations, monitor contract status and compliance with contracts and insurance requirements, and notify the Board when contracts are expiring, as well as when to undertake new procurement measures. We help our clients maintain compliance with Florida Administrative Code Section R.1B-24.003(1)(a) concerning the retention of specific District records. Upon request, we provide training for new supervisors and staff.

Accounting Services: Districts are required to prepare financial statements in accordance with governmental Accounting Standards Board ("GASB") guidelines, and PFMGC is knowledgeable about these standards. For our clients, we prepare monthly financial statements, along with providing accounts payable and receivable work, investment and asset tracking and valuation, capital program guidance, procurement guidance, and completion and filing of State of Florida required annual reports. We present all accounting information to the Board of Supervisors for their approval, and our reports show monthly balance sheets, income statements, and variations between the annual budget and actual costs and income. We work with each district's selected independent auditor to help ensure they have all necessary information and to implement any recommended measures. During the budgeting process, we prepare draft budgets, incorporate comments from the supervisors, and work with the supervisors to approve the budget. We incorporate not just the Board's goals, but also revenue and expenses from the current year to provide more accurate budget predictions. We can also assist in selecting what we believe is the best bank for the district's needs and can help open and maintain accounts with the district's selected bank. Further, we will submit all necessary reports to the various agencies.

Lien Book/Tax Roll Maintenance (Associated with Management of Special Assessments): We work with our clients to provide billing, collection, reporting, and accounting for district assessments. This helps to ensure the district has necessary funds to meet all obligations, from operations to maintenance to any debt obligations. PFMGC administers annual assessments in a timely manner, which helps our clients' cashflows. We answer questions from property owners regarding their assessments, and when needed, draft estoppel

letters and lien releases. Further, where possible, we will recommend ways to leverage efficiencies in collecting revenues. When developer agreements are needed, we can work with the district's legal counsel to draft and interpret those to help the district's cashflows.

Technology: To facilitate meetings, we use iPads and other technology which can accommodate virtual participation. Prior to each meeting, we load all agendas, minutes, and other documents onto iPads, which are then disseminated at the meeting. Further, meeting documents are stored electronically and backed up securely, allowing for ease in transmitting and storing documents for future reference. This also provides our clients with cost savings due to a reduction in printing costs and environmental benefits due to reduced paper usage.

Field Management Services: if requested, PFM can also assist with the management and oversight of various District vendors. Such services may be provided by a third-party sub-contractor.

Field management services are determined based on the specific needs of each community but generally include the overall supervision of service contractors and maintenance staff, as well as arranging for certain repair and maintenance work. Upon request, our field service specialist can also be available to attend regularly scheduled Board Meetings.

Below are examples of the types of field management services we provide.

Monthly Inspections. Our team conducts regular inspections of District property, reports any irregularities to the District Manager and/or designated District representative, and facilitates correction of irregularities as needed. Findings of the inspections are detailed in a monthly inspection report provided to the Board.

Repair & Maintenance. Provide routine repair work or normal maintenance as may be required for the operation or physical protection of District property. We can also assist with emergency repairs when necessary for the preservation and safety of persons and/or property

Oversight of Maintenance Related Vendors:

- Provide work orders generated by the various vendors servicing the District
- Assist District with development of the annual maintenance budget
- Assess and advise the District of any necessary repairs or replacement items that may be required

Capital Program Administration and Bond Issuance: Capital improvements are necessary for the continued success of any district, and PFM has experience with the implementation and funding of capital programs. We coordinate the timing and design of these improvements with the annual budget process, as they can impact proposed operations and maintenance. PFMFA has more than 45 years of providing financial advisory services, from advising on debt issuance to transaction management to consideration of how-to best structure deals for our clients. Our PFMA colleagues assist with review of the various financing documents and debt structure including the official statement and closing documents, and PFMGC provides assistance with required disclosures on EMMA. Further, we can recommend providers to help with preparation of all necessary arbitrage calculations.

Financial Advisory Services: PFMFA has developed extensive experience assisting Florida CDDs and other special districts since focusing on this market segment as a financial advisor in 2009. Since then, we have served as financial advisor on more than 70 special assessment transactions totaling approximately $2.2 billion. Our municipal advisory services, provided by PFMFA, include:

- Special Assessment Methodology
- Debt structuring & transaction management
- Re-amortization schedules

PFM's national reputation and consistent growth are evident in our ranking as the nation's top financial advisor in terms of number of transactions and par amount, as we've been ranked #1 in the country for 24 consecutive years by Refinitv (formerly Thomson Reuters). In 2021, we advised on 998 issues for a total of over $64 billion in par. Our leadership in both number of transactions and par issued shows a commitment to small, medium and large issuers.

PFMGC and PFMFA are pleased to provide a dedicated and robust team to serve our special district clients. We included the organizational chart below along with a brief biography on the key team members within the organization.

The Florida District Management Team

District Management

Jennifer Walden
Senior District Manager

Jane Gaarlandt
Senior District Manager

Vivian Carvalho
Senior District Manager

Lynne Mullins
District Manager

Venessa Ripoll
District Manager

Jorge Jimenez Orsini
Assistant District Manager

Kelley Milavec
Administrative Assistant

Gazmin Kerr
Administrative Assistant

District Accounting

Jennifer Glasgow
Chief District Accountant

Amanda Lane
Assistant Chief District Accountant

Amy Champagne
Senior District Accountant

Verona Griffith
District Accountant

Rick Montejano
District Accountant

District Bookkeeping

Margaret Magar
District Bookkeeper

Audrey Ryan
District Bookkeeper

Receptionist

Michael Echevarria
Receptionist

District Disclosure

Ynayah Boyd
Disclosure Assistant

Services provided by PFM Group Consulting LLC

Key Team Members

Jennifer Walden, *Senior District Manager*
8 Years of Experience

Jennifer Walden joined the District Management team at PFM in September 2014. Prior to joining PFM Group Consulting LLC, she worked as an Account Manager for a fulfillment house and in the marketing department for a large company in the hospitality industry. She serves as District Manager for multiple Districts throughout the state of Florida. Jennifer has a Bachelor of Science in Marketing from the University of Central Florida.

Jane Gaarlandt, *Senior District Manager*
12 Years of Experience

Jane joined the District Management Team in December 2010 and currently serves as district manager of various Community Development Districts. Day-to-day activities include organizing, preparing and facilitating District Meetings, overseeing matters related to the operation and maintenance of the District and assisting the District to ensure compliance with all statutes and applicable law affecting the District including maintenance of the District's website and records.

Prior to joining PFM, Jane gained extensive experience in all aspects of project management and client services as owner and president of Gaarlandt & Burke Design, Inc. In addition, Jane held a position in property management with Whiteco Residential, LLC/ZRS Management.

Vivian Carvalho, *Senior District Manager*
16 Years of Experience

Vivian Carvalho joined the District Management team at PFM in March 2018. Prior to joining PFM Group Consulting, LLC, she worked with two large companies in the industry in which she gained her knowledge and experience with District Management Services, Homeowner and Condominium Association services in the Central Florida market. She serves as District Manager for multiple districts on the west coast and northeastern Florida.

Vivian has a Bachelor of Business Administration from Florida Institute of Technology where she graduated with honors. In addition, she obtained her Master's in Business Administration from Nova Southeastern University.

Jennifer Glasgow, *Chief District Accountant*
16 Years of Experience

Jennifer Glasgow has been with PFM since 2006 and currently serves as the chief district accountant. In addition, she handles full-cycle accounting for a large client as well as tax roll and lien book administration and bond disclosures for the majority of the districts managed by PFM.

Jennifer has a Bachelor of Science in Accounting from Florida Southern College where she graduated with honors.

Amanda Lane, *Assistant Chief District Accountant*
13 Years of Experience

Amanda Lane has been on staff since 2009 and currently serves as the assistant chief district accountant. She handles full-cycle accounting for two of PFM's managed Homeowners Associations (HOAs), along with the full-cycle governmental accounting for several of the larger districts managed by PFM. Services provided include budgeting, estoppel preparation, amortization schedules, tax roll preparation, lien books, invoicing & collections, and financial statement preparation and review.

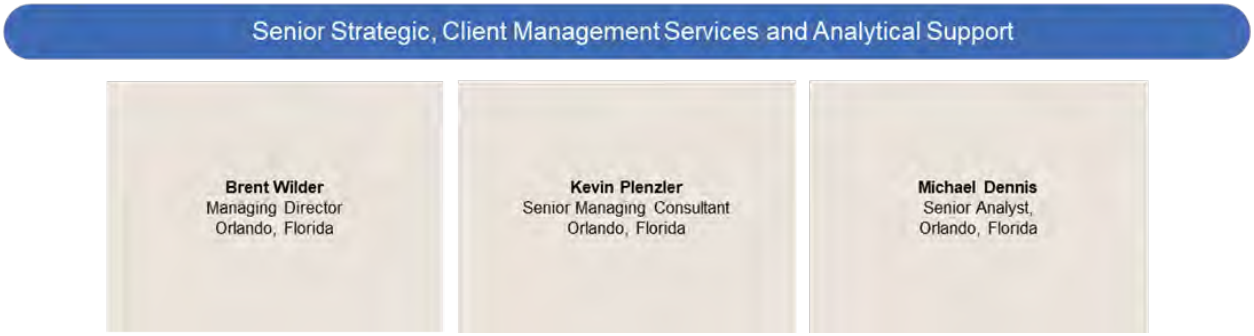
Amanda has a Bachelor of Arts from Rollins College where she graduated with honors and a Master's in Accounting from the University of Central Florida.

Amy Champagne, *Senior District Accountant*
18 Years of Experience

Amy Champagned joined the District Management team at PFM in September 2018. Prior to joining PFM Group Consulting, LLC, she worked as the Controller for two private companies, and as a public accountant. She serves as District Accountant for multiple districts on the west coast and northeastern Florida.

Amy has a Bachelor of Science in Math from the University of Florida. In addition, she obtained her Bachelor of Accounting and Master's of Accounting from Florida Atlantic University where she graduated with honors. On April 30, 2010, she received her Certified Public Accountant License.

The Florida District Financial Advisory Team



Services provided by PFM Financial Advisors LLC

Brent Wilder, *Managing Director*
33 Years of Experience

Brent Wilder has over 30 years of experience in the financial services industry, the majority of which have been dedicated to serving the financing needs of municipal clients. He joined PFM in 2009 and serves as Managing Director in the firm's Orlando office.

Throughout his career, Brent has served in the roles of financial advisor, underwriter, and credit provider for a variety of municipal clients in Florida and several other states. He is responsible for managing the firm's special district practice in addition to numerous client relationships throughout Florida. He also actively monitors Florida legislative initiatives to provide context on financial matters that may impact our clients. Brent's transaction experience includes covenant to budget and appropriate, certificate of participation, lease appropriation, tax backed, transportation, utility, and special assessment issues for municipal, institutional, corporate, and not-for-profit clients. Although he has a particular expertise with Florida special districts, his clients also include cities, counties, school districts, toll authorities, and municipal utilities. He has also completed dozens of conduit financings for credit enhanced and un-enhanced issues for solid waste, manufacturing and airport facilities.

Brent is an active sponsor and past speaker for FGFOA, FSFOA and TEAM FL.

Kevin Plenzler, *Senior Managing Consultant*
17 Years of Experience

Kevin joined PFM in 2019 via acquisition of Fishkind and Associates, Inc. in Orlando, Florida. His current responsibilities include providing financial advisory and assessment consulting services associated with PFM's Community Development Districts within PFM Group Consulting, LLC. In addition to financial advisory

services, Kevin offers consulting services associated with but not limited to transportation toll and revenue studies, K-12 schools' analysis and market studies related to sports, leisure and cultural facilities.

Prior to PFM, Kevin worked as a member of Fishkind and Associates, Inc. real estate market group. In addition to the aforementioned consulting services, he has relevant experience in highest and best use land use analysis, detailed pro forma analysis associated with real estate transactions, and economic impact analysis.

Michael Dennis, *Senior Analyst*
3 Years of Experience

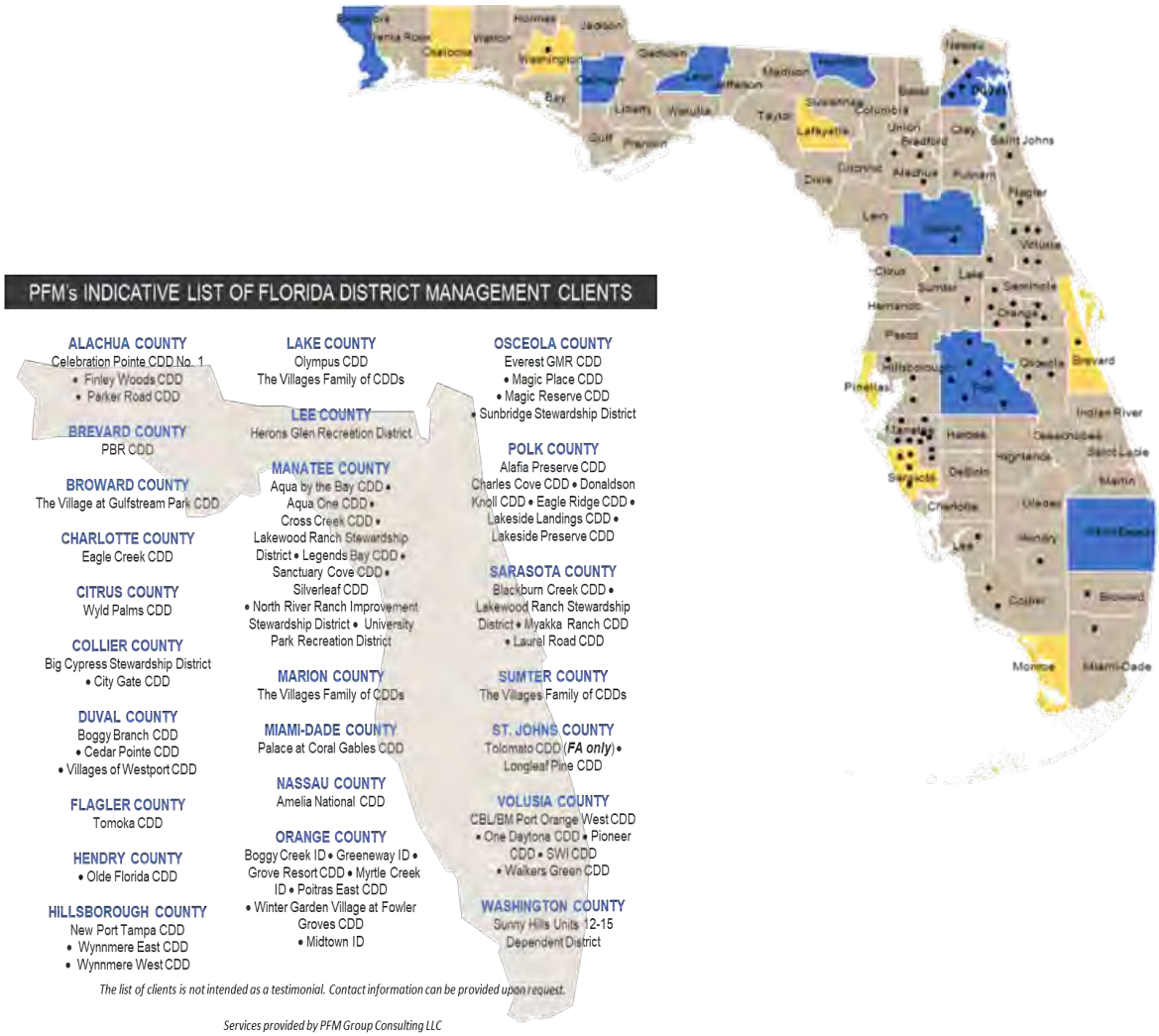
Michael Dennis joined PFM in 2019 and works as a financial advisory senior analyst based in the Orlando office. In this role, he provides technical and analytical support for various cities, counties, independent authorities, and special assessment districts. His present duties include structuring, sizing, and supporting the pricing of new money, re-amortizing and refunding bond issues, conducting capacity analysis, providing ratings support, and analyzing issuer's outstanding debt to identify refunding opportunities. Additionally, he supports the preparation of assessment methodologies for PFM's special districts practice.

Michael has been involved in executing debt transactions totaling over $2 billion in par through competitive sales, negotiated transactions and direct loans/leases.

Michael graduated cum laude from Florida State University with a Bachelor of Science in Finance and Marketing as well as a minor in Political Science. He is a registered Municipal Advisor Representative (Series 50).

Representative Clients

PFMGC's Florida District Management clients include over 60 special districts located in 24 counties across Florida:



References

We encourage the District to contact the following references as a testament to our client service and expertise.

Contact Name & Title	Contact Information	Representative Clients
Kelly (McCarrick) White ICI Homes—Director of Finance	KWhite@ICIHomes.com 386.527.3940	Currently serves on: • Cedar Pointe CDD Board as Chair • Parker Road CDD Board as Chair • Pioneer CDD Board as Chair • Tomoka CDD Board as Chair • Boggy Brach CDD Board as Chair • Longleaf Pine CDD Board as Chair
Hector Lizasuain Magic Development – Government Affairs & Planning Director	hector@magicdevelopment.com 407.403.7414	Currently serves on: • Magic Place CDD Board as Chair • Magic Reserve CDD Board as Chair
Steve Ludmerer Board of Supervisor- University Park Recreation District	sludmerer@gmail.com 609.841.8911	Currently serves on: • University Park Recreation District Board as Treasurer

EXHIBIT A

SCOPE OF SERVICES

I. General Management Services

General Consultation, Meetings, and DISTRICT Representation

The Manager shall organize the DISTRICT meetings. This includes, but is not limited to, providing the agenda and Board packages, scheduling, notification, publication and related matters. The service to be provided shall also include, but not be limited to planning, scheduling, production and quality control, coordination, and administration of various professional service elements.

The manager shall prepare and submit to the DISTRICT's Board of Supervisors a proposed annual budget and administer the adopted budget of the DISTRICT.
As the DISTRICT's Manager, we will consult with the DISTRICT Board of Supervisors and its designated representatives, and when necessary, participate in such meetings, discussions, project site visits, workshops, and hearings as may pertain to the administration, accomplishment, and fulfillment of the professional services with regard to the projects and general interest of the DISTRICT.

The Manager shall consult with and advise the DISTRICT on matters related to the operation and maintenance of the DISTRICT and assist the DISTRICT to ensure compliance with all statutes and applicable law affecting the DISTRICT. The Manager will maintain the DISTRICT's website in compliance with applicable law and ensure an e-mail system is in place which provides a separate "COD e-mail address" for all Board members with an archiving system which will allow the Manager to respond to public records requests and maintain e-mails in compliance with applicable records retention law.

II. Accounting Services

The Manager shall define and implement an integrated management reporting system which will allow the DISTRICT to represent fairly and with full disclosure the financial position of the DISTRICT. Monthly financial statements will be provided in addition to a year-end audited financial statement to be prepared by a certified public accounting firm selected by the DISTRICT. These services will be coordinated with the DISTRICT's auditors to assure a smooth and efficient audit of the DISTRICT's books.

III. Minutes and Records

The Manager shall define and implement a system of record management for the DISTRICT, including a concise and accurate record of the official actions of the Board of Supervisors and any appointed boards or committees, and shall oversee the maintenance and disclosure of DISTRICT's records pursuant to Florida law.

IV. Annual Assessments, Lien Book Maintenance and Disclosure Assistance

The Manager will maintain the tax roll for the DISTRICT and coordinate and report to the Tax Assessor and Tax Collector for the jurisdiction in which the DISTRICT exists.

The Manager will assist with administration of the DISTRICT's assessment methodology during platting and maintain the DISTRICT's lien book and release of liens at closings. The Manager will provide continuing disclosure filing coordination and assistance for DISTRICT debt issues on EMMA as required by the MSRB and other regulatory agencies.

V. Field Services

If requested by the DISTRICT, the Manager will coordinate and provide contract administration for services provided to the District by outside vendors and interface with designated individuals to ensure anticipated levels of service are being met. Such services may be provided via subcontractor hired by the Manager. Attached to this proposal is a sample of a Field Manager Report and Work Order Report outlined in Exhibit C.

This may include but not be limited to:

- Develop service contracts for the delivery of services to the DISTRICT, with the assistance of the DISTRICT's Counsel
- Ensure that contract specifications are met
- Interface with residents and contractors to ensure that anticipated service levels are being provided
- Prepare contract amendments and change orders as necessary
- Ensure proper contractor billing is received
- Implement internal purchasing policies
- Prepare and bid services and commodities as necessary
- Coordinate with the Developer to determine the services and levels of service to be provided as part of the DISTRICT's budget preparations (which would include identifying new services, expanded areas of existing services, new levels of service and provide budget recommendations based on findings)

The Manager may also be requested to provide day-to-day management of in-house operations by performing the following:

- Hire and train a highly qualified staff
- Coordinate all personnel applications, benefits, and payroll and submit in an accurate and timely manner
- Prepare and implement operating schedules
- Prepare and implement operating policies

Fee Proposal

EXHIBIT B
COMPENSATION FOR SERVICES

MANAGER shall be compensated for the provision of the services described in Exhibit A based on fee schedule below. The fees do not include *reimbursable expenses* (as described in Section III.1. herein) related to regularly scheduled DISTRICT Board meetings. Fees will be reviewed and may be adjusted annually as reflected in the DISTRICT's approved budget.

District	***Management & Accounting Fee***
VillaSol CDD	$45,000

Debt Issue Services	***Annual Fee (per series)***
Assessment Administration	$7,500
Continuing Disclosure Assistance	$1,000

Additional Services*	***Cost of Issuance (per series)***
District Management Services Cost of Issuance	$10,000
Continuing Disclosure Assistance Cost of Issuance	$1,000

Additional Services*	***Field Management Services***
Field Management Services	$48,000

*Additional Services – District Management Services Cost of Issuance and Continuing Disclosure Assistance Cost of Issuance. These fees are applicable for any bond or debt issue and payable at closing as part of the Cost of Issuance. These fees are not related to the Operating & Maintenance Budget for the District.

The fees outlined above may be increased or otherwise amended annually as reflected in the adopted Operations & Maintenance Budget for the District. New fees will become effective on October 1 of the applicable budget year.

VillaSol CDD
Current Budget vs. PFM Proposed Fee

Fee Type:	Current Budget[1]	PFM Proposed
District Management	$48,410	$45,000
Accounting	$0	Included in DM Fee
Assessment Administration	$5,150	$7,500
Dissemination Agent/Continuing Disclosure Assistance	$1,000	$1,000
Field Services	$48,000	$48,000
Total	$ 104,660	$ 103,600

[1] Source: VillaSol CDD FY 2023 Budget

*PFM Management Fee does not include website maintenance fees, below are the cost for a 3rd Party Company to provide website services**	
Website - 3rd Party	
Website Conversion - One-Time	$3,000*
Monthly Maintenance Fee	$150 monthly / $1,800 yearly
ADA Auditing Quarterly Fee	$300 quarterly / $1,200 yearly
Website SSL Certificate	$10.00 monthly / $120 yearly
Includes conversion of site to ADA & WCAG optimized template with ADA Compliance seal	

EXHIBIT C

FIELD MANAGEMENT SERVICES

SAMPLE FIELD REPORT & WORK ORDER REPORT

Company: PFM FIELD SERVICES
Contact: FIELD MANAGER
Phone:
Email:
Title: DISTRICT NAME
Created: Fri, 1/20/2023

(1)

Picture of Entrance Sign for the District

Phase 2 Entrance Sign

Created: Fri, 1/20/2023

(2)

Crack In Phase 2 Sign

Created: Fri, 1/20/2023

Work order #570 - proposals received

Company: PFM FIELD SERVICES
Contact: FIELD MANAGER
Phone:
Email:
Title: DISTRICT NAME
Created: Fri, 1/20/2023

(3)

Picture of the Entrance Sign for the District

Landscaping- Phase 2 Sign

Created: Fri, 1/20/2023

Will monitor- area cleaned out

(4)

Phase 1 Landscaping

Created: Fri, 1/20/2023

Bushes will be monitored - small growth seen

Company: PFM FIELD SERVICES
Contact:
Phone:
Email:
Title: DISTRICT NAME
Created: Fri, 1/20/2023

(5)

Phase 2 Fence - New Landscaping

Created: Fri, 1/20/2023

(6)

Phase 2 Dog Park

Created: Fri, 1/20/2023

Company: PFM FIELD SERVICES
Contact: FIELD MANAGER
Phone:
Email:
Title: DISTRICT NAME
Created: Fri, 1/20/2023

(7)

Phase 2 Dog Park

Created: Fri, 1/20/2023

Fencing repaired

(8)

Phase 2 Exit Side Fence

Created: Fri, 1/20/2023

Sand believed to be from neighboring community. Follow up email will be sent but may need counsel to request Developer's assistance with cleanup

Company: PFM FIELD SERVICES
Contact: FIELD MANAGER
Phone:
Email:
Title: DISTRICT NAME
Created: Fri, 1/20/2023

(9)

Phase 2 Pond

Created: Fri, 1/20/2023

Growth still exists. Will monitor

(10)

Phase 2 Pond

Created: Fri, 1/20/2023

Company: PFM FIELD SERVICES
Contact: FIELD MANAGER
Phone:
Email:
Title: DISTRICT NAME
Created: Fri, 1/20/2023

(11)

Phase 2 Pond

Created: Fri, 1/20/2023

(12)

Broken Gate at Lift station

Created: Fri, 1/20/2023

Work order #577 - follow up with County

Company: PFM FIELD SERVICES
Email:
Title: DISTRICT NAME
Contact: FIELD MANAGER
Created: Fri, 1/20/2023
Phone:

(13)

Phase 1 Pond

Created: Fri, 1/20/2023

(14)

Phase 1 Inlet

Created: Fri, 1/20/2023

Work order #357 - needs inspection. Please advise if engineer will review.

Phase 1 Pond - Leaning Sign
Created: Fri, 1/20/2023

Work Order #708 - assigned to Caliber

Picture of the Entrance Sign for the District

Phase 1 Sign- Perennial Planting
Created: Fri, 1/20/2023

Work order #327 - installed plants were to be perennials. Onsite meeting with Caliber on 1/20 reminded that this needed to be updated.

Company: PFM FIELD SERVICES
Contact: FIELD MANAGER
Phone:
Email:
Title: DISTRICT NAME
Created: Fri, 1/20/2023

(17)

Phase 1 Open Area

Created: Fri, 1/20/2023

(18)

Street Lights

Created: Fri, 1/20/2023

Work order #574 - Conplete. Two lights reported last month repaired. No additional street lights found.

Work Order List

DISTRICT NAME

Status Selected: *Ready for Inspection, Open, Scheduled, Awaiting Quote, Pending, Awaiting BOD approval, Ready for Payment, Inspection Needed*

ID	Due Date/ Follow-up	Description	Assigned To / Contact		Estimate
Awaiting BOD approval					
Maintenance/Handyman					
570		**Large Cracks in Phase 2 Entrance and Exit signs**	**Entrance Sign - Phase 2**		
Entered Date: 11/17/2022					$0.00
666		**Broken stones at Phase 1 wall**	**Entrance Sign- Phase 1**		
Entered Date: 12/29/2022					$0.00
				Maintenance/Handyman Count:	**0**
Pond Maintenance					
357		**Stormwater Inlet/Outlet repair**	**Phase 1 Retention Pond**		
Entered Date: 9/9/2022					$0.00
				Pond Maintenance Count:	**0**
				Awaiting BOD approval Count:	**0**
Open					
Landscaping					
327		**Phase 1 Sign Plant Installation**	**Caliber**		
			Entrance Sign- Phase 1		
Entered Date: 8/19/2022					$0.00
				Landscaping Count:	**0**
Maintenance/Handyman					
708		**Leaning Sign at Phase 1 Pond**			
Entered Date: 1/20/2023					$0.00
				Maintenance/Handyman Count:	**0**
Pond Maintenance					
479		**Additional Plantings Proposal - Ponds**	**Phase 2 Retention Pond**		
Entered Date: 10/18/2022					$0.00
595		**Drainage Swale Cleanup**	**aqualis**		
Entered Date: 11/21/2022					$0.00
				Pond Maintenance Count:	**0**

FIELD MANAGER

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Work Order List

DISTRICT NAME

Status Selected: *Ready for Inspection, Open, Scheduled, Awaiting Quote, Pending, Awaiting BOD approval, Ready for Payment, Inspection Needed*

ID	Due Date/ Follow-up	Description	Assigned To / Contact	Estimate
577		**PH 1 Lift Station Damaged Fence**		
Entered Date: 11/17/2022				$0.00

FIELD MANAGER: Open	**0**
Count:	**0**
DISTRICT NAME Count:	**0**
Estimate Total:	**$0.00**

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Work Order List

DISTRICT NAME

Status Selected: *Closed*

ID	Due Date/ Follow-up	Description	Assigned To / Contact	Estimate
Closed				
Fencing				
677		**Damaged Fencing along Phase 2 fence- holes**	**Caliber Residential & Commercial Services, LLC**	
Entered Date: 1/6/2023				$0.00
			Fencing Count:	**0**
Maintenance/Handyman				
695		**Fence Panels at Dog Park- Broken**	**Caliber Residential & Commercial Services, LLC** **Dog Park**	
Entered Date: 1/17/2023				$0.00
			Maintenance/Handyman Count:	**0**
FIELD MANAGER				
649		**Street Lights Staying On: 26581-33384 and 26836-33345**		
Entered Date: 12/16/2022				$0.00
650		**Missing Yield Sign- Phase 2 roundabout**		
Entered Date: 12/16/2022				$0.00
			FIELD MANAGER: **Closed**	**0**
			Count:	**0**
			DISTRICT NAME **Count:**	**0**
			Estimate Total:	**$0.00**

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VILLASOL COMMUNITY DEVELOPMENT DISTRICT REQUEST FOR PROPOSALS

Proposals Must Be Submitted No Later Than

2:00 P.M.

March 3, 2023

VILLASOL COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS

The VillaSol Community Development District ("VCDD") seeks proposals from firms interested in providing District Manager services to the VCDD in compliance with Chapter 190, Florida Statutes, Section 190.007.

Proposals shall be made to the VillaSol Community Development District, c/o Scott D. Clark, Esq., District Counsel, 1800 Town Plaza Court, Winter Springs, Florida 32708, prior to 2:00 PM on March 3, 2023. At approximately 2:05 PM, five (5) minutes after submittal deadline on March 3, 2023, the proposals will be opened publicly at this location. Proposals may be delivered in physical form to the location specified above or may be submitted electronically by sending them to sclark@winterparklawyers.com, with a copy to dtraub@winterparklawyers.com. It is the responsibility of the party submitting the proposal to obtain a delivery receipt for the proposal, regardless of the manner of delivery.

Proposals shall include a signed copy of the proposal. Proposals must comply with all of the specifications and instructions in the Request for Proposals, a copy of which may be obtained by contacting VCDD's District Counsel, Scott D. Clark, Esq. via email at sclark@winterparklawyers.com.

VCDD reserves the right to reject any or all proposals, to waive technicalities, to re-advertise, and to otherwise conduct this Request for Proposals in the manner it deems to be in the best interests of the VCDD.

Prospective firms, as well as any agents, representatives or persons acting at the request of such prospective firms, shall be prohibited from discussing any matters related in any way to this Request for Proposals with any VCDD officer, agent, or employee, other than the VCDD's District Counsel, Scott D. Clark, Esq., or as may otherwise be directed in the Request for Proposals.

VILLASOL COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS

GENERAL INSTRUCTIONS

VillaSol Community Development District ("VCDD") seeks proposals from firms interested in providing District Manager services to VCDD, and which shall specifically include those district management services set forth in Exhibit A hereunder and all anticipated Miscellaneous Fees contained in Exhibit B hereunder.

Proposals shall be made to the VillaSol Community Development District, c/o Scott D. Clark, Esq., District Counsel, 1800 Town Plaza Court, Winter Springs, FL 32708, prior to 2:00 PM on March 3, 2023. At approximately 2:05 PM on March 3, 2023, the proposals will be opened publicly at the 1800 Town Plaza Court, Winter Springs, FL 32708. Proposals received after the established deadline will not be opened.

Proposals shall include a signed copy of the proposal. Proposals must comply with all of the specifications and instructions in this Request for Proposal ("RFP").

1. PURPOSE

VCDD is seeking proposals from qualified firms interested in providing District Manager services to the VCDD. VillaSol is a planned unit development approved for 798 residential units and approximately fifteen (15) acres for commercial use, located in the north central portion of Osceola County at the intersection of Simpson Road (State Road 530) and the Osceola Parkway, just south of the Orange/Osceola County line. The Osceola Parkway is a major east/west four-lane arterial roadway that connects Simpson Road to Interstate 4 and serves to move traffic from the Florida Turnpike to World Drive located at Walt Disney World. There is an HOA in the community. The assets which fall under the management of the VCDD, include but may not be limited to:

1. Roadways and a gatehouse
2. Various sidewalks throughout the community.
3. Perimeter fencing.
4. Storm sewer system.
5. Lakes, ponds and preserves throughout the community.
6. Certain common areas and conservation areas.
7. A clubhouse, pool and other recreational facilities

A detailed maintenance map of the community is available upon request.

2. SELECTION CRITERIA

The following criteria will be used in selecting the proposal that meets the best interest of the District:

1. The firm's experience and expertise in providing District Manager services to community development districts and similar entities. Please provide Five (5) references from current CDD Customers.
2. The firm's proposed staffing, management structure, devoted resources, in-house capabilities, and ability to provide all required District Manager services in a competent and timely manner.
3. Approach to District Management, cost-control techniques, pricing and fee schedule.
4. Ownership status and employment practices.

3. PREPARATION OF PROPOSAL

An authorized representative of the firm shall sign the proposal and all of the required forms attached to this RFP.

If the firm is a partnership, the proposal shall provide the names and addresses of all partners, and the proposal shall be signed by at least one partner with authorization to act on behalf of the partnership.

If the firm is a corporation, the proposal shall provide the name of the state in which the corporation's articles are held. The proposal must be signed in the name of, and under the seal of, the corporation, by a duly authorized officer or agent of the corporation, and their address must be given. Such officer or agent must present legal evidence that they have lawful authority to sign said bid, that the signature is binding upon the corporation, and that the corporation has a legal existence. In the event that any corporation, organized and doing business under the laws of any foreign state, is selected as the winning firm, such corporation shall present evidence before a Purchase Order for said work is executed, that it is authorized to do business in the State of Florida.

VCDD shall not be responsible for any expenses incurred by the firm in preparing or submitting a proposal in response to this RFP, nor any expenses associated with interviews, presentations or contract negotiations related to the proposal.

4. CLARIFICATION AND INTERPRETATION

Any comments, questions, or requests for clarification, interpretation or additional information concerning the RFP shall be submitted in writing, or by e-mail to the VCDD District Counsel, at the contact information below on or before 12:00 PM on February 17, 2023. Firms are not entitled to rely upon, and VCDD will not be bound by, any oral interpretations given by VCDD or its staff or representatives. Written addenda or determinations issued by the VCDD are the only method by which this RFP may be clarified, interpreted or modified. If any such written decisions are issued, VCDD will make reasonable efforts to notify all firms, and will generally post such written decisions on VCDD's website, www.villasoldcdd.org. However, each firm shall be responsible for contacting the VCDD District Counsel prior to submitting its proposal to determine if any such written addenda have been issued and to amend their proposal as necessary.

VillaSol Community Development District
Scott D. Clark, Esq., District Counsel
1800 Town Plaza Court,
Winter Springs, Florida 32708

Alternatively, via email at: sclark@winterparklawyers.com

5. CORRECTION OR WITHDRAWAL OF PROPOSALS

Correction or withdrawal of inadvertently erroneous bids or proposals before or after opening, or cancellation of awards or contracts based on mistakes, may be permitted in the sole discretion of the VillaSol Community Development District. In any bid based, in whole or in part, upon a price calculated by multiplying a unit cost by the number of units to be purchased, the accurate calculation of price shall control over a total price that is based on an error in such calculation. Bids or proposals may be modified or withdrawn by written notice received by the VCDD District Counsel at 1800 Town Plaza Court, Winter Springs, Florida 32708, or, alternatively, via email to sclark@winterparklawyers.com prior to the time set for opening of bids or proposals. After the opening, corrections shall be permitted only to the extent that the person submitting a bid or proposal can show by clear and convincing evidence that a mistake of a nonjudgmental character was made, the nature of the mistake, and the price and term of the bid or proposal actually intended. The person submitting the bid or proposal with the lowest price alleging a material mistake of fact may be permitted to withdraw their bid or proposal if:

a. The mistake is clearly evident on the face of the document but the intended correct bid or proposal is not similarly evident; or

b. The person submits evidence that clearly and convincingly demonstrates that a mistake was made.

6. PUBLIC PRESENTATIONS

VCDD may conduct discussions with and may require public presentations by firms, regarding their qualifications and ability to furnish the required services. VCDD shall not be responsible for any expenses incurred for public presentations.

7. PUBLIC RECORDS

The firm understands that upon receipt of the proposal by the VCDD, the proposal documents become a "public record," as defined in Chapter 119, Florida Statutes, and those documents are subject to public disclosure in accordance with that Chapter.

8. ANTI-COLLUSION

By offering a proposal in response to this RFP, the firm is certifying that it has not colluded in any way with any other firm or parties to the proposal, or made any communication that would be reasonably understood to be detrimental to the public purpose of the RFP process, and will not do so during the RFP process. Such prohibited communications include but are not limited to discussion of prices and data with competitors or other applicants, attempting to induce other firms not to submit proposals, and the employment of a person or agency to solicit or secure this contract upon a commission, percentage, brokerage, or contingent fee arrangement.

9. PUBLIC ENTITY CRIMES STATEMENT

As required by Section 287.133, Florida Statutes, a person or affiliate who has been placed on the convicted contractor list following a conviction for a Public Entity Crime may not submit a bid on a contract to provide any goods or services to a Public Entity, may not submit a bid on a contract with a Public Entity for the construction or repair of a public building or a public work, may not submit bids on leases of real property to a Public Entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or contractor under a contract with any Public Entity, and may not transact business with any Public Entity in excess of the threshold amount provided in s. 287.017 for Category Two for a period of 36 months from the date of being placed on the convicted contractor list. Any person must notify the VCDD within 30 days after a conviction of a Public Entity crime applicable to that person or to an affiliate of that person. It is required that the attached Public Entity Form be signed and returned to this office with the proposal.

10. LOBBYING PROHIBITED

Upon the issuance of this RFP, all prospective firms, and any agent, representative or person acting at the request of such prospective firm, shall be prohibited from discussing any matters related in any way to this RFP with any officer, agent, or employee of the VCDD, other than the VillaSol Community Development District, c/o Scott D. Clark, Esq., District Counsel, 1800 Town Plaza Court, Winter Springs, Florida 32708 or, alternatively, via email at: sclark@winterparklawyers.com, or as may otherwise be directed in this RFP.

11. CANCELLATION

All contracts arising out of this RFP process shall provide that the VCDD shall have the right to unilaterally cancel, terminate or suspend the contract, in whole or in part, by providing thirty (30) days written notice by certified mail.

12. DISCRETION OF THE VCDD

VCDD reserves the right to accept any or all proposals, to reject any or all proposals, to waive any technical errors or omissions, and to request resubmission or clarification from any or all applicants. VCDD reserves the right to select any proposal that meets the requirements of this RFP and shall have sole discretion to determine which proposal is in the best interests of VCDD.

13. PROHIBITED INTERESTS

(a) No VCDD officer, employee, or agent shall participate, directly or indirectly, in the selection of a contractor, or in the award or administration of a contract if such officer, employee, or agent, or a spouse, child, parent, brother or sister of such officer, employee or agent, or a person that employs any of the above has an interest, financial, or otherwise, in a person or entity submitting a bid or proposal, except where such interest is not substantial and such interest is disclosed to and approved by the VCDD Board of Supervisors prior to such participation.

(b) No VCDD officer, employee, or agent shall solicit or accept a gratuity, favor or anything of monetary value from contractors, bidders, offerors or any person with an interest in a contract

except where such is unsolicited, of a nominal value and disclosed to the VCDD Board of Supervisors and the Board of Supervisors approve acceptance thereof.

(c) No VCDD officer, employee or agent that participates, directly or indirectly, in the procurement process shall be employed by any person or firm bidding for or contracting with the VCDD for contracts hereunder.

14. MINORITY BUSINESS ENTERPRISES

VCDD hereby notifies prospective firms that it will ensure that minority business enterprises will be afforded full opportunity to participate in response to this RFP, and that during the RFP and subsequent contract negotiation process, no party will be discriminated against based on race, color, creed, sex, age, national origin, or disability. Anyone requiring accommodations to access any public meetings required as part of the RFP or contract process should contact VillaSol Community Development District, c/o Scott D. Clark, Esq., District Counsel, 1800 Town Plaza Court, Winter Springs, Florida 32708 or, alternatively, via email at: sclark@winterparklawyers.com, at least 24 hours in advance of the meeting.

15. EQUAL EMPLOYMENT

Firm shall not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, national origin, or handicap.

16. COMPLIANCE WITH THE LAW

The act of submitting a response to this bid shall constitute an agreement by the firm that they have made themselves familiar with, and shall at all times observe and comply with, Federal, State, and Local laws, ordinances, codes, and regulations. No plea of misunderstanding will be considered on account of ignorance thereto. The firm shall indemnify and hold harmless the VCDD and all of their officers, agents, employees, or representatives from all suits, actions, or claims arising from or based on the violation of any such laws, ordinances, codes, and regulations whether by themselves, their employees, subcontractors, or agents.

17. ASSIGNMENT OF CONTRACT

The winning firm shall not be permitted to assign the contract without the written consent of the VCDD.

18. DISPUTE AND COMPLAINT

All complaints or grievances during the RFP process should be first submitted in writing to the VCCD District Counsel who will take prompt remedial action. The VCCD District Counsel shall investigate the validity of the complaint and present the findings in writing to the firm. If the firm is dissatisfied with the remedies, they may then make a written appeal, in accordance with Section 3.0 of the VCDD Rules. This policy does not preclude consideration of legal questions in connection with any decisions made by the VCDD.

19. INSURANCE REQUIREMENTS

The successful firm(s) shall be required to supply, at their cost, the following minimum insurance coverage:

A. *Workers Compensation:* Coverage to apply for all employees for Statutory Limits in compliance with the applicable state and federal laws. The policy must include Employers' Liability with a limit of $500,000 each accident; $500,000 each employee; and $500,000 policy limit for disease.

B. *Professional Liability Insurance:* with minimum $1,000,000 per occurrence for this project with a $2,000,000 policy term general aggregate. Coverage shall be extended beyond the policy year term either by a supplemental extended reporting period (ERP) with as great of duration as available, with no less coverage and reinstated aggregate limits, or by requiring that any new policy provide a retroactive date no later than the inception date of claims made.

C. *Comprehensive Commercial General Liability Insurance:* Occurrence form required. Aggregate must apply separately to this contract/job. Minimum $500,000 each occurrence; $1,000,000 general aggregate; $1,000,000 products and completed ops; and $100,000 fire damage.

D. *Automobile Insurance:* To include all vehicles owned, leased, hired and non-owned vehicles with limits of not less than $1,000,000 per each accident and for property damage and bodily injury, with contractual liability coverage for all work performed under this agreement.

E. VillaSol Community Development District is to be named additional insureds on Comprehensive Commercial General Liability Policy and the Business Auto Policy. Certification of same shall be required. All certificates of insurance must be on file with and approved by the VCDD before commencement of any work activities.

F. Any and all deductibles to the above referenced policies are to be the responsibility of the successful firm.

G. *Hold Harmless:* VCDD shall be held harmless and indemnified against all claims for bodily injury, sickness, disease, death or personal injury or damage to property, or loss of use resulting from or arising out of performance of this agreement or contract, unless such claims are a result of VCDD's sole negligence. VCDD shall also be held harmless and indemnified against all claims for financial loss with respect to the provision of or failure to provide professional or other services resulting in professional, malpractice, or errors or omissions liability arising out of performance of this agreement or contract, unless such claims are a result of VCDD's sole negligence.

FIRM'S CERTIFICATION

STATE OF Florida
COUNTY OF Orange

I, JENNIFER WALDEN, of PFM GROUP CONSULTING LLC (company), submitting to furnish the following described materials, equipment, and/or services to the VillaSol Community Development District ("VCDD").

HEREBY CERTIFIES THAT:

1. Bidder/Firm has thoroughly inspected the specifications or request for proposal and understands the terms and conditions thereof and they are incorporated by reference in the bid or proposal for said goods or services, and have verified measurements, if applicable.
2. The bid or proposal is Contractual and binding and shall be valid for not less than ninety (90) days from the date of bid opening. A longer time may be set out in the bid, the proposal, or as negotiated between the Bidder/Firm and VCDD.
3. The bid or proposal is made by a person authorized to bind the Bidder/Firm.
4. The bid or proposal is made without unlawful collusion between another Bidder/Firm or potential Bidder/Firm, or with any officer or employee of VCDD.
5. The bid or proposal is in full compliance with the Copeland Anti-kickback statute.
6. The bidder does not discriminate on the basis of race, color, national origin, sex, religion, age, or handicapped status in employment or in the provision of services.

Jennifer L. Walden

Print Name: JENNIFER L. WALDEN

STATE OF Florida
COUNTY OF Orange

The foregoing instrument was acknowledged before me this 2 day of March, 2023, by Jennifer Walden, as Senior District Manager (title) of PFM Group Consulting (name of company), on behalf of LLC (type of entity). Who is personally known to me, or Who produced _____ as identification, who did take an oath, and who acknowledged before me that he executed the same freely and voluntarily for the purposes therein expressed.

(Notary Seal)

JORGE G. JIMENEZ ORSINI
Notary Public - State of Florida
Commission # GG 977691
My Comm. Expires Apr 12, 2024

Signature Jorge Jimenez Orsini

Print Name
NOTARY PUBLIC-STATE OF Florida
My Commission Expires: 4/12/24
Commission No. GG977691

NO LOBBYING AFFIDAVIT

STATE OF Florida
COUNTY OF Orange

This, 2ND, of MARCH, 2023, JENNIFER WALDEN being first duly sworn, deposes and says that he or she is the authorized representative of PFM GROUP CONSULTING LLC (Name of the authorized Contractor , Contractor or individual), maker of the attached request for proposal released by VillaSol Community Development District, and that the Firm and any of its agents agrees to abide by VillaSol Community Development District's no lobbying restrictions in regards to this solicitation.

Affiant Jennifer L. Walden

The foregoing instrument was acknowledged before me this 2 day of March, 2023 by Jennifer Walden (name of person, officer, or agent, title of officer or agent), of PFM GROUP Consulting LLC (name of corporation or partnership, a Delaware Limited liability company authorized to conduct business in Florida (state of incorporation or partnership, if applicable).

Who is personally known to me,

Who produced _____ as identification, who did take an oath, and who acknowledged before me that he executed the same freely and voluntarily for the purposes therein expressed.

(Notary Seal)

JORGE G. JIMENEZ ORSINI
Notary Public - State of Florida
Commission # GG 977691
My Comm. Expires Apr 12, 2024

Signature

Print Name Jorge Jimenez Orsini
NOTARY PUBLIC-STATE OF Florida
My Commission Expires: 4/12/24
Commission No. GG 977691

SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to VillaSol Community Development District ("VCDD") by:

(Print individual's name and title) JENNIFER WALDEN, SENIOR DISTRICT MANAGER

For: PFM GROUP CONSULTING LLC
(Print name of entity submitting sworn statement)

Whose business address is: 1735 MARKET STREET, 42ND FLOOR, PHILADELPHIA, PA 19103

And (if applicable) its Federal Employer Identification Number (FEIN) is: 81-1642478

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement .)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), FLORIDA STATUTES, means a violation of any state oar federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1) (b), FLORIDA STATUTES, means a finding of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1) (a), FLORIDA STATUTES, means:

a. A predecessor or successor of a person convicted of a public entity crime; or

b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one (1) person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arms-length agreement, shall be a prima facie case that one (2) person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (36) months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1) (e), FLORIDA STATUTES, means any natural person or entity organized under the laws of any state of the United States with the

legal power to enter into a binding contract and which bids or apples to bid on contracts for the provision of goods or services let by a public entity or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement (indicate which statement applies).

✓ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one (1) or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the pubic interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICE FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMONT PROVIDED IN SECTION 287.017, FLORIDA STATUTES, FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Date: 3/2/23

Signature Jennifer L Walden

STATE OF Florida
COUNTY OF orange

The foregoing instrument was acknowledged before me this 2 day of March, 2023 by Jennifer Walden, as Senior District Manager of PEC Incorporated Consulting LLC a Delaware limited liability company on behalf of the company. Who is personally known to me, or Who produced _____ as identification, who did take an oath, and who acknowledged before me that he executed the same freely and voluntarily for the purposes therein expressed. authorized to conduct business in Florida

(Notary Seal)

JORGE G. JIMENEZ ORSINI
Notary Public - State of Florida
Commission # GG 977691
My Comm. Expires Apr 12, 2024

Signature _____

Print Name Jorge Jimenez Orsini
NOTARY PUBLIC-STATE OF Florida
My Commission Expires: 4/12/24

Commission No. GG 977691

EXHIBIT "A"

VILLASOL COMMUNITY DEVELOPMENT DISTRICT
MANAGEMENT SERVICES STATEMENT OF WORK

GENERAL INFORMATION

VillaSol is a planned unit development approved for 798 residential units and approximately fifteen (15) acres for commercial use, located in the north central portion of Osceola County at the intersection of Simpson Road (State Road 530) and the Osceola Parkway, just south of the Orange/Osceola County line. The Osceola Parkway is a major east/west four-lane arterial roadway that connects Simpson Road to Interstate 4 and serves to move traffic from the Florida Turnpike to World Drive located at Walt Disney World. VillaSol also includes extensive amenities including a 3,800-sq. ft. clubhouse, swimming pool, playgrounds, a basketball court, tennis courts and several acres of wooded trails that wind throughout the community. Property in VillaSol is owned by numerous individuals and entities.

The District is responsible to manage its lakes and wetlands under a permit from the South Florida Water Management District.

The District desires to employ the services of a qualified contractor to provide management, financial and accounting advisory services under the following statement of work.

STATEMENT OF WORK

This statement of work (SOW) defines the Management Services that shall be provided to the District Board of Supervisors.

I. GENERAL CONSULTATION, MEETINGS AND DISTRICT REPRESENTATION

The Manager shall:

a. Assign a District Manager (Manager) subject to Board of Supervisor's approval. As the Manager, consult with the District Board of Supervisors and its designated representative, and when necessary, participate in such meetings, discussions, project site visits, workshops and hearings as may pertain to the administration, accomplishment and fulfillment of the professional services set forth herein with regards to the projects and general interest of the District.

b. Provide consultation and representation work with pertinent public agencies and private individuals in connection with the interests of the District. The service to be provided shall also include, but not be limited to planning, scheduling, production and quality control; coordination and administration of various professional service elements.

c. Attend regular and special meetings of the Board of Supervisors.

d. Manage the activities of the District financial consultants (i.e., accounts, financial advisors, Trustee as necessary so that required reports are made timely to bondholders, State Comptroller and Auditor General of the State of Florida.)

e. Coordinate activities between the District's Engineer for infrastructure and operations and maintenance to ensure that all District operations are conducted in accordance with the required permits and regulations.

f. Coordinate with the District's legal counsel to ensure that all District operations are conducted in accordance with Chapter 190, Florida Statutes and all other related Florida Statutes.

g. Prepare, coordinate, and submit to the District's Board of Supervisors a proposed Annual Budget and administer the Adopted Budget of the District.

h. Review draft audited financial statements from independent auditors, management letter suggestions and internal control opinions issued by the auditor.

i. Coordinate activities between the District, County, property Appraiser and Tax Collector's office pursuant to Chapters 197, 190, and 170, Florida Statutes.

j. Coordinate filing of any special assessment tax roll with County and City governments by the District's financial advisor.

k. Support District contract negotiations as needed.

l. Assign and oversee a Field Manager. Consult with and advise the District's Board of Supervisors on matters related to the operation and maintenance of District's property.

m. Coordinate the activities and advise any advisory boards of the District.

n. Implement the policies established by the District, in connection with the operation of the District.

o. Immediately notify the Board of Supervisors and other interest parties of any major issue that could have a negative impact the District.

p. Provide all other services necessary to effectively manage the operation of the District.

II. ADMINISTRATIVE SERVICES

The Manager shall:

a. Notice all public meetings and other required legal advertising (i.e., public bidding, rates and rule amendments) in accordance with Chapters 189 and 190, Florida Statutes.

b. Prepare Board meeting agenda packages and submit same to the Board of Supervisors in accordance with meeting schedule.

c. Record and transcribe summarized meeting minutes, review for correctness, and provide same to the Board of Supervisors.

d. Maintain an action item list, oversee open items until completion, and recommend closure of each action by the Board of Supervisors.

e. Serve as the District's agent in disseminating information that is requested pursuant to the public records of the State of Florida.

f. Prepare correspondence and other reports as required.

g. Maintain District files in accordance with public record laws.

h. Provide and maintain a District's website for communications with residents in the community.

i. Transmit approved minutes to local governing authorities.

III. GENERAL SERVICES

The Manager shall provide the following Annual services:

a. Establish an annual calendar of activities relating to:

1. Accounting/financial reporting
2. Milestone dates for annual audits (preliminary, start, field work, draft report, and final report.)

3. Arbitrage calculation dates.
4. Bond compliance pursuant to the trust indenture.
5. Budget process dates.
6. Special assessment certification dates.

b. Implement internal controls and procedures providing adequate segregation of duties and proper separation between various funds and account groups in order to safeguard District assets including bank accounts, and check stock.

c. Maintain books and records and related back-up documentation for all fund types and account groups consistent with Government Generally Accepted Accounting Principles; including:

1. General fund (O&M)
2. Capital project funds
3. Debt service fund (including revenue and reserve funds)
4. Fixed asset account group
5. Long-term debt group

d. Establish bond compliance tracking procedures and completion of all requirements.

e. Coordinate year-end financial audits, including meeting with and providing all requested information needed by the auditor to timely perform said audit and to review audit invoices to ensure that audit work remains within authorized limits.

f. File audited financial statements and annual financial report to local governments and State agencies in accordance with Florida Statutes and District's bond covenants.

g. Coordinate annual arbitrage calculations with arbitrage consultants and ensure that deposits into the related accounts are made by the Trustee as identified by the arbitrage rebate calculation.

h. File, as required, certificates requesting exemption from County and City taxes.

i. File Federal and State taxes, when required.

j. Ensure District maintains adequate insurance. (i.e., general liability, public officials' liability/error and omissions and property).

k. File required reports for local government (i.e., public depositors report, public facilities report.)

The Manager shall provide the following Monthly services;

a. Issue monthly financial statements to the Board of Supervisors and all other interested parties.

b. Issue monthly action item list tracking open issues and recommending closure for Board of Supervisor's approval.

c. Reconcile monthly investment statements:

    1. Review investment types to determine whether they comply with indenture requirements and meet District cash flow needs.

    2. Direct Trustee on investment portfolios.

    3. Review investment performance

d. Review and process all general operating expenditures incurred by the District to ensure payment are in accordance with approved contracts, which include obtaining Board approval and disbursement from the appropriate funds.

e. Provide any additional financial reporting that maybe requested by Board of Supervisors.

f. Maintain database for assessment roll.

IV. FIELD MANAGEMENT SERVICES

The Manager's Field Manager shall:

a. Coordinate activities with the District Manager for planning, developing, controlling and evaluating field maintenance contracts and programs.

b. Develop and oversee the annual maintenance program as identified in the adopted budget of the District, develop policies, purchase requests and conduct competitive bidding, when necessary.

c. Review and sign purchase orders and service contracts to facilitate field operations. Approve invoices for payment.

d. Direct District contractors who provide installation, repair and maintenance of District properties including:

    1. Roadways and Gatehouse

    2. Landscaping

    3. Irrigation systems

    4. Common fences and walls

    5. Stormwater Facilities, Ponds and lakes

    6. Clubhouse and other recreational amenities

e. Develop and implement a capital improvement plan based on the approved District Reserve Study and Board of Supervisors approval of the plan.

f. Answer questions and requests from VillaSol residents concerning District field operations.

g. Coordinate with County officials regarding related field maintenance issues.

h. Coordinate with insurance carriers, District and non-District, for damages to District property and oversee restoration of these properties.

i. Prepare, as required, portions of the District operations budget and monitor budget line item activity for field maintenance.

j. Receive general administration supervision and guidance from District Manager.

k. Correspond as required with the District Board of Supervisors and with the public as District representative. Provide to the Board of Supervisors a monthly status report.

l. Administrate daily activities and conduct monthly on-site inspections.

m. Help develop and enforce District policies and procedures including preventing, resident and non-resident, intrusion and/or damage to District property; ensure restoration is completed if necessary.

V. FUND SPECIFIC SERVICES

The Manager shall provide the following General Fund services:

a. Bill and collect fees as needed (e.g., permits, inspections, document preparations).

b. Receive and transmit assessment receipts to appropriate funds in accordance with adopted budgets and annual assessments.

The Manager shall provide the following Debt Service Fund services.

a. Coordinate with Trustee to ensure District maintains reserve fund requirements in accordance with trust indenture.

b. Review trust statements to ensure funds are transferred and deposited in appropriate accounts (i.e., interest earnings are transferred to appropriate accounts, prepaid assessments and annual assessments are deposited in appropriate accounts.)

c. Coordinate with Trustee that mandatory principal and interest payments and special principal payments are made.

Exhibit B: Miscellaneous Fees

Please quote the following miscellaneous supplies that are to be billed monthly as an invoice:

Note: Expand this list to include all supplies required to support your Manager Services.

	Item	Cost ($)
1	Agenda package	$ 0 cost *
2	Tapes/CS	$ 0 cost
3	Binders	$ 0 cost
4	# 10 envelope	$ 0 cost **
5	9 x 12 envelope	$ 0 cost **
6	10 x 13 envelope	$ 0 cost **
7	Storage box	$ 0 cost
8	Copy	$ 0 cost **
9	USPS	$10.00 ***
10	Fed Ex	$ 25.00 ***
11	Conference calls	$ 0 cost
12	Offsite storage (archival)	$ 0 cost

* Agendas are all produced electronically and provided on PFM tablet at the meeting. If the Board would like hard copies, see below for fees.
** If mailings are needed than there will be a cost associated with the quantity. See below for applicable fees.
*** Postage/FedEx fees vary by the amount of items sent per month and are only billed on an incurred basis.

Paper - $0.25 per page
Envelopes - $0.07 per envelope
Postage - current USPS standard postage

Subsection 6Biv

Rizzetta & Company

Rizzetta & Company
Professionals in Community Management

PROPOSAL

VillaSol Community Development District

Prepared for: Scott D. Clark, Esq., Distric Counsel

ORLANDO OFFICE
8529 South Park Circle, Suite 330
Orlando, FL 32819
813.933.5571 | rizzetta.com

FIRSTLY
THANK YOU
FOR CONSIDERING US!

Rizzetta & Company
Professionals in Community Management

March 02, 2023

Scott D. Clark, Esq.,
District Counsel
VillaSol CDD

RE: Community Development District Management Services

Dear Scott,

Rizzetta & Company appreciates the opportunity to present our qualifications to serve as District Manager for VillaSol Community Development District. With 36 years of experience and a state-wide presence, we are prepared to handle all present and future projects for the district.

Our proposal outlines a knowledgeable team, including Richard Hernandez as your proposed Lead District Manager from our Orlando office. He'll have the support of Matt Huber as 2nd Chair District Manager, Melissa Dobbins our Regional District Manager and a large team of district services professionals to ensure transition and daily operations run smoothly.

Thank you for your time and consideration of our proposal. We look forward to meeting with you and the Board of Supervisors to review and discuss our proposal in detail. Should you have any questions or require additional information, please feel free to contact Scott Brizendine at sbrizendine@rizzetta.com

Very truly yours,

William J. Rizzetta
Owner and President

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OUR STORY

... SO FAR

Rizzetta & Company is a Florida-based professional community management and consulting firm that provides services to residential and commercial communities throughout the state of Florida. With over 36 years in the industry, Rizzetta & Company, is staffed with highly experienced managers and support staff. Each of our eight offices throughout Florida has a team of employees with diverse backgrounds, both personally and professionally, who provide the highest quality services to our clients.

Rizzetta & Company was founded in 1986 in Tampa, Florida by William Rizzetta. The original focus of the Company was to provide professional assessment consulting services for Community Development Districts in association with the issuance of bonds. As the Company's reputation for excellent work and customer service grew, the practice expanded over the next thirty years by adding related services which resulted in today's "Full Service" organization.

OFFICE LOCATIONS

OUR MILESTONES

1986
Rizzetta & Company was founded.

1992
Collection agent services were added for Community Development Districts to support the process of bond repayments.

1996
Community Development District Management services were added.

1998
As a natural counterpart to District Management, Association Management was introduced.

2008
Seeing a growing need for Amenity Services at the request of various clients, Amenity Services was introduced.

2009
In addition to the growing Amenity Management services, the need for more landscape oversight led to adding our Field Services.

2011
With the departure of various companies from the marketplace, Continuing Disclosure services were added to provide various compliance reporting for Districts and Bondholders.

2013
Due to the recession, some Districts were in financial crisis and required the formation of Special Purpose Entities to manage them through these times. Our firm was asked to take on many of these projects as an additional service.

2015
The continued growth in technology & changes to Florida Laws, Technology Services was introduced to provide website development and hosting, along with email and support services to our clients.

2016
Rizzetta & Company celebrated its 30th anniversary.

2020
Rizzetta & Company was designated an approved educational provider of Association Board Member Certification from the Florida Department of Business and Professional Regulation.

BY THE
NUMBERS

36 YEARS OF EXPERIENCE EST. 1986

150+ ASSOCIATION SERVICES CLIENTS

55 ASSOCIATION SERVICES TEAM MEMBERS

20+ AMENITY SERVICES CLIENTS

100 AMENITY SERVICES TEAM MEMBERS

120+ DISTRICT SERVICES CLIENTS

50 DISTRICT SERVICES TEAM MEMBERS

DISTRICT SERVICES

STRESS FREE
MANAGEMENT
FOR YOUR DISTRICT

AREAS OF SERVICE

Rizzetta & Company would provide professional district management services to VillaSol CDD pursuant to Chapter 190, Florida Statutes. A brief description of these services is provided below:

Management

- Attend and conduct all regularly scheduled and special Board of Supervisors meetings, continued meetings, and workshops.
- Arrange for time and location and all other necessary logistics for such meetings.
- Ensure compliance with all statutes affecting the district which include but are not limited to:
  - Assist in the negotiation of contracts, as directed by the Board of Supervisors.
  - Advise the Board on the status of negotiations as well as contract provisions and their impacts on the District.
  - Make recommendations on contract approval, rejection, amendment, renewal, and cancellation. In advance of expiration of contracts, advise the Board as to need for renewal or additional procurement activities and implement same.
  - Monitor certificates of insurance as needed per contracts.
- Routine site inspections to verify the state of repair for all District assets
- Review and create as needed a periodict maintenance schedule for District assets

The District Manager is not a role filled by an individual, rather it is a commitment by a team of motivated and skilled employees. We recognize that our role is more than an individual orchestrating a Board meeting. It is to ensure the District is fully compliant with statutory requirements and managed effectively and efficiently. Given Rizzetta's physical footprint across the state and extensive staffing resources, we are uniquely qualified to respond to the needs of your District.

Administrative

- Prepare agendas for Board of Supervisors meetings
- Provide accurate minutes for all meetings and hearings.
- Implement and maintain a document management system to create and save documents, and provide for the archiving of District documents per general records schedule GS1-SL.
- Certify and file the annual report to the Department of State, Library and Archive Division, for storage and disposal of public records.
- Protect integrity of all public records in accordance with the requirements of State law. Respond to public records requests as required by law and in compliance with the Rules of Procedure and the District's adopted public records policy.

Rizzetta has been electronically providing agendas to our Boards for a number of years resulting in substantial savings in printing costs to the Districts. We go one step further by providing electronic tablets to Board member for use during the meetings. This approach also allows immediate posting on the CDD website as required by statute. Audio recordings of the board meetings are stored on our Raid 5 disk array which is redundantly backed up to both a local and cloud storage appliance.

Accounting

Services include the monthly preparation of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

Rizzetta uses Sage Intacct Fund Accounting software that is designed specifically for governmental fund accounting. Our accounting processes have multi-level reviews to insure proper internal control and accuracy. The result of our accounting infrastructure is an industry recognition by auditing firms that the books and records of Rizzetta managed districts are exceptional.

Financial & Revenue Collection

Services include all functions necessary for the timely billing, collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations.

Our staff has significant expertise in assessment roll preparation and required certification to county Property Appraiser offices. Because of our experience, we enjoy a great relationship with those staff throughout the state. In addition, the required direct billings for property not on the tax roll are managed in concert with the same familiar staff.

We are organized to efficiently respond to property owner questions regarding District assessments and issue estopel letters and lien releases as needed for property transfers

Bond Issuance Services

When the District is ready for a major augmentation that may require additional bonds; we can help by:

Preparing a Special Assessment Allocation Report;

a) Prepare benefit analysis based on infrastructure to be funded with bond proceeds.
b) Prepare Preliminary Special Assessment Allocation Report and present to District board and staff.

c) Present Final Special Assessment Allocation Report to board and staff at noticed public hearing levying special assessments.

Bond Validation;

d) Coordinate the preparation of a Bond Validation Report which states the “Not-to exceed” par amount of bonds to be issued by the District and present to board as part of the Bond Resolution.
e) Provide expert testimony at bond validation hearing in circuit court.

Certifications and Closing Documents;

f) Prepare or provide signatures on all closing documents, certificates or schedules related to the bond issue that are required by District Manager or District Assessment Methodology Consultant.

Because providing bond issuance services was the cornerstone on which Rizzetta was founded, our expertise in this area is unparalleled. The special assessment allocation methodology report has been continually refined over the years to reflect new financing methods that are acceptable to the industry.

Landscape Inspection Services

Landscape Inspection Services conducted by certified and experienced advisors is the fastest growing business sector at Rizzetta. As the District’s live assets generally represent the largest maintenance expenditure. Our Field Services team presently services 40 communities preparing monthly reports for District Boards wanting their greenspace to be unrivalled. Working alongside the District Manager, monthly inspections ensure irrigation, vegetation and landscape maintenance are working in concert to create the appealing environment envisioned by the original landscape architect.

Amenity Services and Management

Rizzetta & Company provides expert general management and oversight of the amenity contract with the District within the agreed upon scope of service. These responsibilities include duties associated with managing the personnel, such as recruiting, hiring, training, oversight, and evaluation.

As required, the Amenity Services representative will attend meetings to provide any updates or address concerns as well as be available to any board member for open and direct communications.

Technology Services

Our Technology Services host District websites for purposes of updating records to ensure the websites remain in compliance with statutory requirements. Having this service under the same roof as District Management ensures details are not missed and critical filings are consistently observed. A third-party vendor performs the ADA mediation of the website. We also host and archive District specific e-mail accounts, if necessary.

TECHNOLOGY TOOLS & RESOURCES

Vendor Management Software: VIVE

As leaders in the industry, we are continually looking for ways to improve the level of service we offer and protect the communities we serve. To enhance our Vendor Compliance Program, we have partnered with Vendor Information Verification Experts (VIVE) as the platform to support the program.

We chose to move vendor vetting to VIVE to ensure consistent compliance amongst similar vendors, speed up the review process, and allow our managers to have real-time information to properly screen vendors for insurance and trade licensing. The choice to engage with a particular vendor will always be in the hands of the board of supervisors. Our goal is to provide our clients with information to help make educated decisions.

Client Support System: Zendesk

Dedication to our clients is one of the driving principles at Rizzetta & Company. We're here to help our communities thrive and offer support in ways that are convenient for our board of supervisors and residents. Our integrated, client-focused system, powered by Zendesk, helps our staff manage requests across platforms and efficiently connect with internal teams and external partners.

This industry-leading system allows our team to deliver immediate assistance while providing superior customer experience over the phone or e-mail. Making it easier to track, prioritize and streamline the processes to provide faster resolution.

Document Management System: SharePoint

SharePoint is a web-based collaborative platform that integrates with Microsoft Office. A dedicated SharePoint site will provide access to the district documents to quickly find information and share files, data, news and other resources.

sage Intacct

Sage Intacct is a best-in-class cloud-based financial management software that provides online access to real-time accounting information on payables, cash balances, and financial statements. The magic of Sage Intacct is its flexibility to give you a truly tailored report.

WHY CHOOSE US?

Clients choose us because we have the experience to create robust, integrated solutions based on each District's unique needs, budget, and long-term goals.

Extensive Experience

- Rizzetta is the only **"original"** Community Development District Management company continuously providing services to Districts since the first CDD (Tampa Palms) issued bonds in 1986. Today, 36 years later, Bill Rizzetta continues to manage his company on a daily basis. In addition, Rizzetta brings extensive industry knowledge and influence at the legislative level.
- The first District Management company to successfully merge multiple separate CDD's into a unified District.

Result-Driven & Client-Focused

- District Finance team has vast knowledge having been involved in over 250 separate Bond Transactions with total funding exceeding $3 Billion; served as the Dissemination Agent for over 80 Districts; and prepared over 1,700 Tax Assessment rolls.
- District Accounting staff has been audited over 3,000 times (each District is audited annually) with no findings of internal control issues or fraudulent activity.
- We have established a dual team approach where an assigned Lead District Manager handles daily operations and the 2nd Chair District Manager ensures continuity of service by a qualified District manager when the Lead District Manager is out of the office.
- Client Relations Manager endeavors to relentlessly monitor and enhance our services and exposure to your residents. This aids in pre-empting resident complaints occupying Board proceedings.
- Rizzetta's continuous improvement culture compounded with relentless training of all staff provides for ever increasing levels of service and performance.

Training & Infrastructure

- As part of the transition process, we provide an Onboarding Workshop to go over responsibilities and contracts with Board of Supervisors. We also offer free training sessions to new board members to gain better understanding of how the community should operate.
- Rizzetta made significant investments in its information infrastructure to harden its protection of Public Documents and enhance the electronic communication with Board members. Public documents are now protected with multi-factor authentication, cloud storage, professional patch management and hardware replacement policies.
- Rizzetta introduced "electronic agendas" to Board meetings negating the need to print and bind thousands of pages by providing electronic tablets for Board use during all meetings.

PROPOSED

PRICING

District Services Provided	Fees
District Management	***$46,000***
Up to 12 Meetings per year and 1 budget workshop. Recording, Notice, Administrative Support, Public Records Repository and Distribution District Operations. Administrative Fees: - For all meetings exceeding 3 hours $175/per hour - For additional meetings $175/per hour (includes drafting agenda, meeting attendance, and drafting of minutes)	
District Accounting	***Included***
Monthly Financial Package per GASB Budget Prep and Monthly Monitoring	
Assessment Roll Administration	***$5,000***
Prepare Annual Assessment Rolls and Submit to County Tax Collectors and Property Appraisers Create and Maintain the Assessment Rolls	
Annual Finance and Revenue Collections	***Included***
Estopple Issuance Debt Management	
Continuing Disclosure Services	***$1,000***
Serve as the Dissemination Agent for All Bond Issuances to Ensure Compliance with the Security & Exchange Commission Rule 15c2-12 ($1,000 for each additional bond issuance)	
Technology Services	***$1,200***
Website Monitoring and Monthly Content Uploads	
TOTAL RIZZETTA FEES (Fixed fee for FY 2023)	***$53,200***
Fee for FY 2024 $53,200 Fee for FY 2025 $55,000	

Prior to joining Rizzetta & Company, Inc., Mr. Huber worked as a Land Development Project Manager with DR Horton in the Fort Myers area. While working as a Land Development Manager, Mr. Huber gained valuable development knowledge that assists him in his management of his Districts. In addition to his development experience, Mr. Huber also has sat as CDD Board member, serving on two CDD Boards as an Assistant Secretary. Prior to working for DR Horton. Mr. Huber interned with the Board of County Commissioners Long Range Planning Department in Polk County. With his experiences working in this department, he has gain valuable insight into government practices.

Mr. Huber received his Degree in Business Administration from the University of South Florida in 2005. He is a Licensed Community Association Manager and Notary Public in the State of Florida.

Melissa Dobbins

Regional District Manager

Melissa Dobbins is a Regional District Manager for Rizzetta & Company and is responsible for oversight of the St. Augustine, Orlando, Ft. Myers and Panama City office. Ms. Dobbins started with Rizzetta & Company in 2006 as a District Manager in the former Daytona Beach office.

Before joining Rizzetta & Company, Ms. Dobbins worked as an Education Administrator/Assistant Director at the post-secondary and university levels of academia for over six years. Ms. Dobbins' responsibilities included program development, training, evaluation, fiscal management, remediation, and retention. She created safe, professional, and fair environments by instituting quality control management and strategic leadership tactics.

In addition, she has diverse experience in sales and marketing while always ensuring the highest standards and quality service. Ms. Dobbins holds a B.A. in Business Administration from the University of Florida. After completing her undergraduate work, Ms. Dobbins obtained her M.A. in Education Administration from the University of Florida. She is also a Licensed Community Association Manager and a Notary Public in the State of Florida.

ACCOUNTING & FINANCE TEAM

- Jeanette Pridgeon – Accounting Clerk
- Hanna Yi – Staff Accountant
- Venessa Smith – Senior Accountant
- Samantha Reese – Financial Associate
- Kelsie Howell – Compliance Associate

AROUND THE REGION

We strive to provide exceptional and efficient service that meets our clientele's needs. The assigned District Manager is housed at our Orlando office.

CLIENTS IN THE AREA

Patricia Buck - Chair

Estates at Cherry Lake
E: patricia.cherrylakecdd@gmail.com

Maria Borrero – Chair

Gramercy Farms
E: mborrero.gramercyfarmscdd@gmail.com

Jim Walker – Chair

Greater Lakes/Sawgrass Bay
E: Seat3@glsbcdd.org

Matthew Stolz – Chair

Town of Kindred
E: mwstolz@drhorton.com

John Valantasis – Chair

Town of Kindred II
E: jgvalantasis@drhorton.com

OTHER SERVICES FOR YOUR CONVENIENCE

ASSOCIATION SERVICES

WE ARE
EXPERTS
AT CREATING SOLUTIONS

AMENITY SERVICES

Amenity Services focuses on providing all the amenity staffing needs for a community through dedicated onsite staff designed to handle the day-to-day operational needs of any community so it may thrive at the highest level. A summary of these services is shown below:

- **Pre-Opening Services:** Pre-opening services consist of getting an amenity center ready, from concept to reality. Our dedicated group of professionals will handle everything needed to ensure a successful Grand Opening.
- **Onsite & Personnel Management:** Onsite management services include development of operating procedures and general community maintenance to maintain and improve efficiency. Personnel management services included the selection, supervision, evaluation, and ongoing training of staff.
- **Recreation Management:** Recreation management services provide management and oversight of all recreational assets including managing facility rental spaces.
- **Accountability & Communication:** Onsite staff will complete weekly or monthly reports regarding facility operations and accomplishments.
- **Community Newsletters:** Create informative community emails that are designed to promote activities and provide residents with important community updates.
- **Lifestyle & Events:** Plan and promote events to bring the community together to create memories by providing a variety of innovative programs, activities, and events for residents of all ages. Lifestyle activities for social, educational, instructional, wellness, and recreational programs can be customized for each community to maximize participation and enjoyment.
- **Owner Information:** Maintain detailed records to ensure up-to-date resident information for community amenity access purposes.
- **Maintenance Services:** Complete work orders, preventative maintenance procedures, and facility inspections to ensure all is in good working order. Provide client with proposals for various projects.
- **Facility Appearance:** Ensure all buildings, grounds, and amenities are kept in pristine condition to create a safe and welcoming environment for all residents.

FIELD SERVICES

We offer an extensive menu of professional field services for both Community Development Districts and Community Associations. Our field services management team is Green Industries Best Management Practices (GIBMP) certified in the state of Florida. A summary of these services is shown below:

- **Landscape Maintenance Inspections:** Perform grounds inspections, provide the Client with inspection report, notify maintenance contractor about deficiencies in service and obtain proposals for various landscape projects.
- **Landscape Turnover Inspections:** Attend landscape turnover meeting and participate in the inspection on behalf of the Client. Follow up report provided.
- **Landscape and Irrigation Specification Development:** Develop a customized set of standards and specifications based on the Client's needs and budget. Conduct the bidding process, review and prepare a bid tabulation document for the Client. Assist the Client with reviewing the bid tabulation and other pertinent information.
- **Landscape Design:** Landscape designer on staff available for landscape design, landscape enhancements and landscape design consultation in the communities and amenity facilities.
- **Arboriculturist Services:** Certified Arborist on staff available for consultation services regarding; pruning, diagnosis treatment, tree value appraisal, fertilization, tree risk assessment and removal.
- **Master Task Project Plan for Mature Communities:** Develop a project plan specific to landscape replacement and enhancement for the common grounds and the amenity facility. Emphasis is on maturing landscape in the community and budgeting accordingly.
- **Community Asset Management Plan:** Perform a complete inventory of the Client's assets and provide an inventory report.

CUSTOMER SATISFACTION

WE EXCEED EXPECTATIONS

The single most important factor in being successful is customer satisfaction. We understand that VillaSol CDD has certain unique characteristics. While all have similarities, our success comes from our ability to understand the nuances of each client and adapt our services, as necessary. This approach generates the basis for long-term partnerships with clients we have represented for nearly twenty years. Our service is client-centric while ensuring the district is compliant with state statutes and fulfilling bond-holder obligations.

OUR COMMITMENT TO

THE INDUSTRY

As a leader in District Management, we have a responsibility to be aware of industry-related developments and then sharing that knowledge with our clients and peers. We encourage continuing education for all staff and provide the resources needed to attend classes and conferences. Currently, Rizzetta holds memberships in the following professional organizations:

- Association of Florida Community Developers
- Community Associations Institute
- International Society of Arboriculture
- The Northeast Florida Builders Association
- The Greater Tampa Chamber of Commerce
- Florida Government Finance Officers Association
- Florida Nursery, Growers & Landscape Association
- CFO Exchange Group
- Florida Association of Special District
- Leadership Tampa Bay
- Tampa Bay Builders Association
- Urban Land Institute, Tampa Bay
- Visit Tampa Bay

GIVING BACK TO THE

COMMUNITY

Rizzetta believes we have a responsibility to give back to the communities in which we operate. We have found the personal rewards of helping far exceeds any investments made.

WHAT OUR CLIENTS

SAY ABOUT US...

"Rizzetta & Company is currently managing three Districts that they helped us create in the Jacksonville area. I don't know of another management firm that has the continuity and stability of Rizzetta. I have dealt with Bill Rizzetta and Melissa Dobbins and I still do today. Professionalism and customer service have always been a hallmark of their organization."

Bob Porter, Senior VP Land, D. R. Horton, Inc., Jacksonville

"Rizzetta's staff have been amazing to work with, their depth of knowledge in the CDD world made a very difficult process almost painless. The Rizzetta team's depth of experience in managing CDDs proved invaluable throughout the process. Every question or situation we presented was met with prior examples and knowledgeable guidance."

Andy Smith, Regional Development Manager at Freehold Companies

"Rizzetta & Company has recently become the management for our Community Development District. Their positive impact within the community has been immediate. The responsiveness to issues and the professional manner in which they have been addressed has proven to be incomparable to previous management. We look forward to a relationship of many years with Rizzetta & Company."

Susie White, Chairperson, The Harbourage at Braden River Community Development District

Municipal Advisor Disclaimer : Rizzetta & Company, Inc., does not represent the Community Development District as a Municipal Advisor or Securities Broker nor is Rizzetta & Company, Inc., registered to provide such services as described in Section 15B of the Securities and Exchange Act of 1934, as amended. Similarly, Rizzetta & Company, Inc., does not provide the Community Development District with financial advisory services or offer investment advice in any form.

COMPANY INSURANCE

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 12/13/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER 1-813-229-8021 M. E. Wilson Company, LLC 300 W. Platt St. Ste 200 Tampa, FL 33606	CONTACT NAME: Feather Wright PHONE (A/C, No, Ext): 813-984-3609 FAX (A/C, No): 813-434-2431 E-MAIL ADDRESS: fwright@mewilson.com
INSURED Rizzetta & Company, Inc. 3434 Colwell Ave., Suite 200 Tampa, FL 33614	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A : OLD REPUBLIC INS CO — 24147 INSURER B : StarStone National Insurance Company — 25496 INSURER C : FEDERAL INS CO — 20281 INSURER D : HOUSTON SPECIALTY INS CO — 12936 INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER: 67286297** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE [ ] OCCUR [X] GEN'L AGGREGATE LIMIT APPLIES PER: POLICY [ ] PRO-JECT [ ] LOC [X] OTHER:			MWZY31662522	05/01/22	05/01/23	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 300,000 $ Excluded $ 1,000,000 $ 2,000,000 $ 2,000,000
A	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY [ ] SCHEDULED AUTOS X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY			MWTB31662622	05/01/22	05/01/23	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
B	UMBRELLA LIAB [X] OCCUR X EXCESS LIAB [ ] CLAIMS-MADE DED [X] RETENTION $ 0			S75803223ALI	05/01/22	05/01/23	EACH OCCURRENCE AGGREGATE	$ 2,000,000 $ 2,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: Y If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		MWC3166242	05/01/22	05/01/23	X PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000
C	Crime			82229260	11/28/22	11/28/23	Employee Dishonest	2,000,000
D	Professional Liability			MEOHS000212900	11/01/21	05/01/23	Aggregate	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

30 days notice of cancellation applies except non-payment of premium 10 days notice per policy terms & conditions

CERTIFICATE HOLDER

For Information Purposes Only

,

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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FIELD SERVICES

PROPOSAL

SCOPE OF OPERATIONAL SUPPORT SERVICES

While we believe the below support proposal allows for the highest rate of success for the community, and staffing. All are amenable by board before final contract.

INTRODUCTION

Rizzetta & Company, Inc. ("Consultant") is providing a proposal for professional Field Management Services for the Villasol Community Development District ("District"). These services are listed by the following categories:

- **Management**
- **Personnel**
- **Responsibilities**
- **Additional Services**
- **Litigation support services**

A detailed description of these services is provided below:

MANAGEMENT:

Rizzetta & Company shall provide expert general management and oversight of the contract with the District within the agreed to scope of service. These responsibilities include duties associated with managing the personnel, such as recruiting, hiring, training, oversight, and evaluation.

As required, the Consultant will attend meetings to provide any updates or address concerns. The Consultant will be available to any board member for open and direct communications regarding any questions they may have.

RESPONSIBILITIES:

Support, assist and direct the maintenance staff by performing the following tasks:

- Assist in recruiting, hiring, and training employees.
- Process payroll for District employees.
- Coordinate as needed with ancillary employment matters.
- When requested, assist the Board with management of employees and policies for employees.

FIELD MANAGEMENT SERVICES:

a. Coordinate activities with the District Manager for planning, developing, controlling and evaluating field maintenance contracts and programs.

b. Develop and oversee the annual maintenance program as identified in the adopted budget of the District, develop policies, purchase requests and conduct competitive bidding, when necessary.

c. Review and sign purchase orders and service contracts to facilitate field operations. Approve invoices for payment.

d. Direct District contractors who provide installation, repair and maintenance of District properties including:

    1. Roadways and Gatehouse
    2. Landscaping
    3. Irrigation systems
    4. Common fences and walls
    5. Stormwater Facilities, Ponds, and lakes
    6. Clubhouse and other recreational amenities

e. Develop and implement a capitol improvement plan based on the approved District Reserve Study and Board of Supervisors approval of the plan.

f. Answer questions and requests from Villa Sol residents concerning District field operations.

g. Coordinate with County officials regarding related field maintenance issues.

h. Coordinate with insurance carriers, District and non-District, for damages to District property and oversee restoration of these properties.

i. Prepare, as required, portions of the District operations budget and monitor budget line item activity for filed maintenance.

j. Receive general administration supervision and guidance from District Manager.

k. Correspond as required with the District Board of Supervisors and with the public as District representative. Provide to the Board of Supervisors a monthly status report.

l. Administrate daily activities and conduct monthly on-site inspections.

m. Issue access cards while onsite.

n. Help develop and enforce District policies and procedures including preventing, resident and non-resident, intrusion and/or damage to District property; ensure restoration is completed if necessary.

ADDITIONAL SERVICES:

In addition to the Field Management Services described above, the District may, from time to time, require additional services from the Consultant. Any services not specifically provided for in the scope of services above, as well as any changes in the scope requested by the District, will be considered additional services. Such additional services may include but are not limited to attendance at additional meetings, District presentations and vendor responses.

If any additional services are required or requested, the Consultant will provide a detailed description of these services and fees for such services to the District for approval prior to beginning any additional services.

AMENITY SERVICES

PRICING

FIELD MANAGEMENT SERVICES:

Services will be billed bi-weekly, payable in advance of each bi-week pursuant to the following schedule for the period of one year.

PERSONNEL:

Field Service Manager:

Part Time Personnel (24 hours/week)

		ANNUAL
Budgeted Personnel Total [(1)]	$	38,100.
General Management and Oversight [(2)]	$	9,600.
Total Services Cost:	**$**	**47,700**

(1). Budgeted Personnel: These budgeted costs reflect full personnel levels required to perform the services outlined in this contract. Personnel costs includes: All direct costs related to the personnel for wages, Full-Time benefits, applicable payroll-related taxes, workers' compensation, and payroll administration and processing.

(2). General Management and Oversight: The costs associated with Rizzetta Amenity Services, Inc.'s expertise and time in the implementation of the day-to-day scope of services, management oversight, hiring, and training of staff.

The District shall be responsible for any of the following costs associated with the operation of the amenity facilities:

Pre-employment Testing: Background and substance abuse reports shall be ordered for candidates identified to fill amenity positions.

Uniforms: Personnel shall wear community specific shirts provided by the District if required.

Cell Phone: Management personnel shall require a cell phone or a cell phone allowance. This phone will also be used as the contact number for the District for after hour emergencies.

Office Equipment: Personnel will require a dedicated computer, printer, and a digital camera as well as convenient access to an onsite copier and fax machine, provided by the District.

Mileage Reimbursement: Personnel shall receive mileage reimbursement incurred while performing the District's responsibilities when using a personal vehicle. Mileage shall be reimbursed at the rate approved by the Internal Revenue Service.

DEDICATED TEAM MEMBERS

Rizzetta & Company prides itself on the experience and dedication of its collective staff. When you engage with us, you have a combined group with hundreds of years of experience at your service.

Lucianno Mastrionni | Director, Community Services

Lucianno oversees the Amenity Services and Landscaping Inspection Divisions overseeing functions, focusing on planning, development, and delivery of all programs, maintenance, and operation of facilities.

Before joining our team, Lucianno served in hotel general management and asset management for hotel ownership companies including Hilton, Marriott, and IHG hotels, and worked in guest service operations management for The Walt Disney Company for over a decade. Most recently Lucianno served in corporate Hotel Management and Task Force General Management oversight, recovering distressed properties for an array of major hotel ownership companies across the United States.

Lucianno holds a Bachelor of Science in Aeronautics from Embry Riddle Aeronautical University and his ATP Certificate from Comair Aviation Academy.

Mr. Mastrionni can be reached at 813.933.5571 and lmastrionni@rizzetta.com

Gregg Gruhl | Manager, Amenity Services

Gregg oversees and supports the onsite facility management staff.He was named to the position in April 2016. Prior to his current position, Gregg served as an onsite Clubhouse and Amenity Manager for 5 years.

Prior to joining Rizzetta & Company, Inc Mr. Gruhl served as the Region 3 Tennis Program Coordinator for USTA Florida, was the Chief Operating Officer and founding partner of GL Sports Entertainment and served 22 years as the Director of Tennis at Northdale Golf and Tennis Club. Mr. Gruhl received his Bachelor of Arts from the University of South Florida, and he is one of 3 Founders of the CHAMPS Middle School Foundation.

Mr. Gruhl can be reached at 813.933.5571 and ggruhl@rizzetta.com

Michael Rodriguez | Manager, Amenity Services

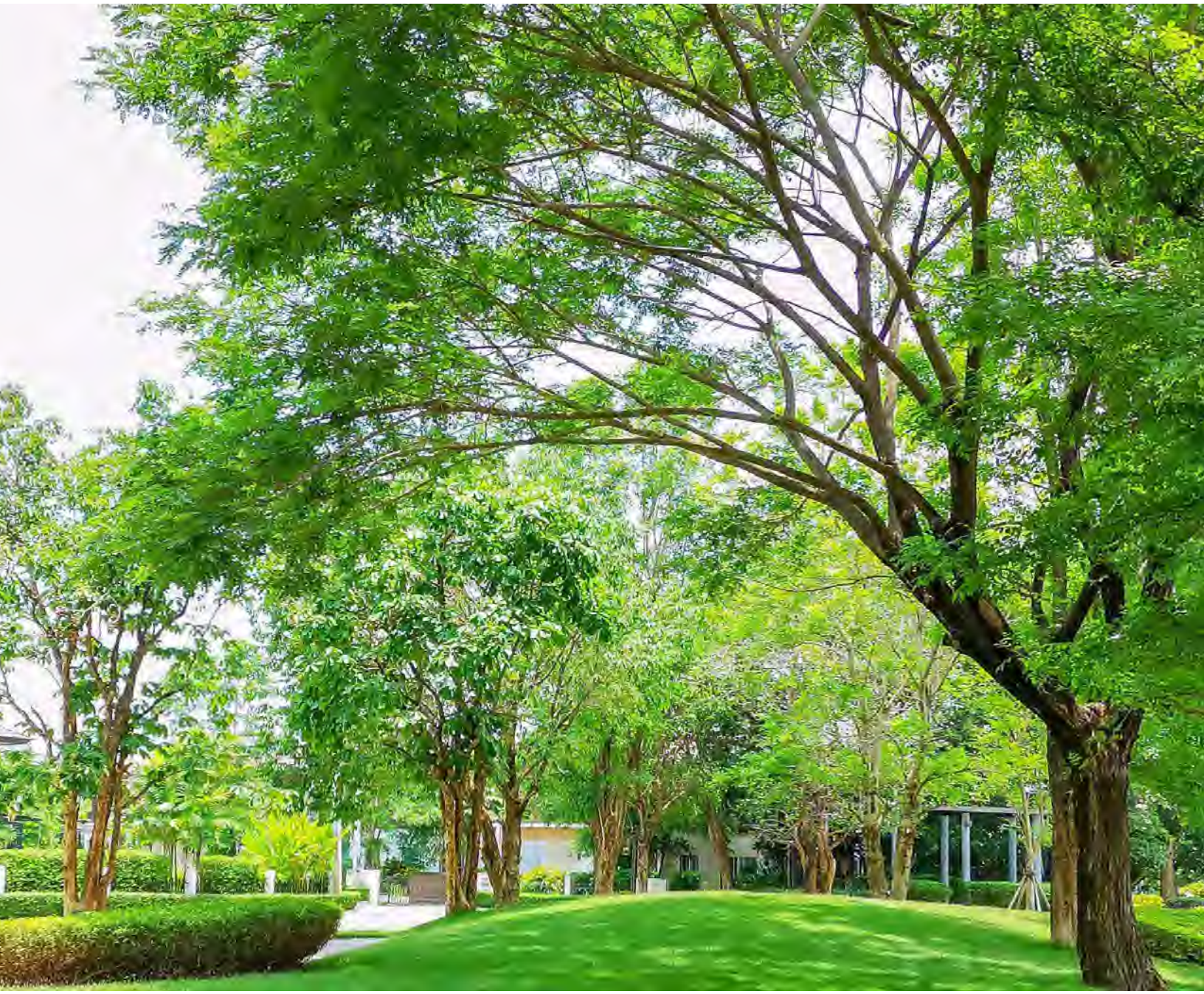
Mike oversees and supports the onsite facility management staff. He was named to the position in May 2022. Prior to his current position, he served as the Field Services Manager at the Venetian CDD, Clubhouse Manager at the Mira Bay CDD, Clubhouse Manager at the Meadow Pointe III CDD and as a District Manager.

Prior to joining the Rizzetta team, Mike served 20 years in the U.S. Navy, 12 years as a DoD contractor with Northrop Grumman, was a Board Recording Secretary for the Clerk of the Circuit Court in Hillsborough County and is a co-owner of an event planning business. Mike has a master's degree in Business Administration from Saint Leo University.

Mr. Rodriguez can be reached at 813.933.5571 and mrodriguez@rizzetta.com

COMPLIMENTARY LANDSCAPE

INSPECTION



VILLASOL CDD

LANDSCAPE INSPECTION REPORT

February 22, 2023
Rizzetta & Company
John R. Toborg – Division Manager
Landscape Inspection Services

Rizzetta & Company
Professionals in Community Management

Summary, Clubhouse, Pond East of Village 5 North of Clubhouse

General Updates, Recent & Upcoming Maintenance Events

- **Note: This is a sample report representative of what would be sent to the landscape maintenance service provider to reply with a timeline to correct deficiencies if a Landscape Inspection Services contract were in place.**

The following are action items for Contractor to complete. Please refer to the item # in your response listing action already taken or anticipated time of completion. 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. Orange is for staff. **Bold & underlined is info. or questions for the BOS.**

1. In my opinion and in accordance with Industry Standards, the Crape Myrtles have been severely pruned "hat-racked" going into the spring flush. Industry standards call for pencil pruning- where nothing thicker than a pencil is pruned. (Pic 1)

2. Turf on the right side of the clubhouse entrance appears very dry. What is the irrigation frequency and duration here? Is the irrigation in full operation? (Pic 2>).

3. Maintenance crews need to be sure to cut back any wetland material that prevents them from properly mowing CDD-maintained turf. This pond is north of the clubhouse behind Village 5.. (Pic 3)

Basketball Court, Lift Station, Puerta del Sol, Florencia Promenade

4. Crews need to make sure the basketball court is being blown off during every maintenance event. Currently, this court is not playable. (Pic 4)

5. The landscape surrounding the lift station at the intersection of Puerto del Sol Blvd. and Sangria needs to be trimmed and all dead growth and weeds need to be removed. Define the bed line. (Pic 5)

6. There is a lot of dollar weed in the turf between Puerta del Sol Blvd. and the lift station. Treat accordingly. Does irrigation need to be backed off? (Pic 6>)

7. Spot treat weeds in all areas of turf. (Pic 7)

8. The pruning of Crape Myrtles seems to be “hit or miss”. Those at the clubhouse were hat racked while those on the promenades have not been touched. By what date will all Crape Myrtle pruning be completed? This should be completed before they flush out new growth.

9. What is the irrigation duration and frequency at the exit of the clubhouse. Loropetalum here is in moderate wilt condition.

10. On the inbound lanes of Puerta del Sol approaching Camino Real Dr. south, there are more areas of weedy turf. Treat accordingly. (Pic 10>)

Siesta View, Pond East of Village 3

11. The Crape Myrtles on Siesta View Dr. cul-de-sac have also been hat-racked. Inspect the Arboricola for aphids as there is a lot of sooty mold. This may also be a factor of Crape Myrtle Aphids. Treat accordingly. Remove Spanish Moss. Turf is off-color and other plants look dry. Is irrigation working properly here? Trim plants into compact forms. (Pics 11a & b>)

12. Line trimming needs to improve on the back sides of ponds. These pics were taken on the east banks of the pond east of Villages 2 & 3. (Pics 12a & b>)

13. Inspect some beds of Fakahatchee Grasses on the inbound lanes of Puerta del Sol approaching the clubhouse. These are turning brown and may be infested with spider mites. Drench and cut to low mounds.

Proposals

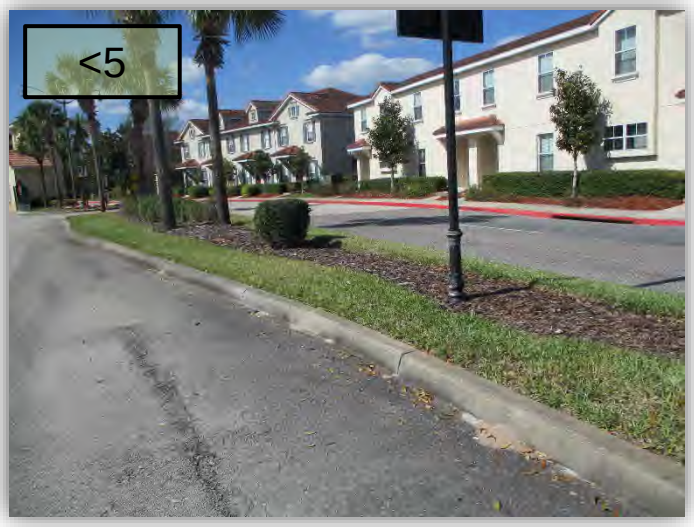
1. Contractor to provide a proposal to Excavate this small area down to 3” below concrete and install new St. Augustine turf. If irrigation is not present, include adding lines or a new zone in the proposal. As an alternate, include an option for Dwarf Asian Jasmine, 1 Gal., FULL plants on 12” centers. (Pic 1)

2. Contractor to provide a proposal to fill in the bare spots of Sand Cordgrass in the semi-circular bed on the inbound side of Puerta del Sol approaching Sangria using 3 Gal., FULL plants, existing spacing. (Pic 2)

3. Contractor to provide a proposal to mimic the bed of Sand Cordgrass on the south side of Puerta del Sol on the north side. The bed here is gone! Use the same size plant and spacing. (Pic 3>)

4. Contractor to provide a proposal to eradicate existing turf and weeds, excavate down 3” and install new St. Augustine turf on the east ROW of the promenade between Puerta del Sol and Florencia Dr. along Riachuelo. However, contractor needs to determine the cause of death and eradicate. Is this chinch bug damage? Fungus? Lack of irrigation? (Pic 4)

5. Contractor to provide a proposal to fill in bare spots of matching plant material on the medians behind the guardhouse. Use 3 Gal., FULL plants, existing spacing. Ensure irrigation is 100% in these areas. (Pic 5>)


<5

LANDSCAPE INSPECTION SERVICES

PROPOSAL

Rizzetta & Company

VillaSol West
Community Development District

Proposal for
Professional Landscape Inspection Services

March 1, 2023

Presented by: Rizzetta & Company, Inc.

3434 Colwell Avenue, Suite 200
Tampa, FL 33614
813.933.5571

rizzetta.com

Rizzetta & Co.
Landscape Inspection Services

"COMMITTED TO PRESERVING AND ENHANCING THE COMMUNITY LANDSCAPE"

One of the largest expenses in any planned community is landscape maintenance. Why not have a professional, experienced landscape manager ensuring it is thriving and beautifully framing the community as it was intended to be?

Our Landscape Inspection Services team includes a Landscape Designer, a former commercial landscape maintenance company account manager, and two prior owners of multi-dimensional landscape service firms. Rizzetta & Co.'s Landscape Inspection Services team has a combined total of more than 100 years serving Florida community landscapes!

Each of our Landscape Specialists is Best Management Practices (BMP) certified in the state of Florida. Our team is committed to elevating the landscape maintenance in your community with detailed inspections, formal reporting, landscape planning, and effective vendor management strategies.

The first thing noticed in any community is its landscaping. It can convey a "Wow" factor to visitors, set a welcoming tone for residents, and help to increase home values within the community. Rizzetta & Co.'s Landscape Inspection Services team provides the expertise needed for a well-planned, well-maintained community landscape now and for the future.

Rizzetta & Company

How we do it

Community Asset Management Plan: Upon request and following fee agreement, perform a complete inventory of the community landscape assets and provide an inventory report to the board.

Landscape Design: Landscape designer on staff available for landscape consultation, enhancements, and design upon request and following fee agreement .

Landscape and Irrigation Specification Development: Upon request and following fee agreement, develop a request for proposal (RFP) document to include a customized set of standards and specifications based on the community needs and budget. We will conduct the bidding process, review, and prepare bid tabulation documents for the board and assist the board with reviewing the bid tabulation and other pertinent information.

Landscape Maintenance Inspections: Perform grounds inspections, provide the board with an inspection report (see sample below), notify maintenance contractor of deficiencies in service, and obtain proposals for landscape projects.

Landscape Turnover Inspections: Attend landscape turnover meeting and participate in the inspection on behalf of the board. Follow up report provided.

Master Task Project Plan for Mature Communities: Upon request and following fee agreement, develop a project plan specific to landscape replacement and enhancement for the common areas. Emphasis is on maturing landscape in the community and budgeting accordingly.

Scope of Services

Rizzetta & Co. is pleased to provide this proposal for professional Landscape Inspection Services. These services will be provided on a recurring basis, with a detailed description provided below.

Landscape Inspection Services:

- Perform one (1) monthly landscape maintenance inspection to ensure oversight of onsite landscape maintenance contractors and compliance with the District's landscape and irrigation maintenance contracts.

- Provide the District with one (1) monthly landscape inspection report, which shall be included in the District's agenda package and may contain, among other things, recommended action items.

- Upon request of the District, attend up to three (3) District meetings in person, three (3) District meetings electronically, per fiscal year, to review landscape maintenance inspection report or discuss other landscape-related issues.

- Notify landscape maintenance contractors of deficiencies in service or the need for additional care.

- Monitor the progress of landscape maintenance contractors in accordance with scope of work provided in maintenance contracts with the District.

- Upon request, provide input, for preparation of the District's annual budget.

- Upon request and following fee agreement, prepare and develop a scope of services for landscape & irrigation maintenance proposals and oversee entire bidding process.

- Obtain additional competitive landscape maintenance proposals for incidental work as requested by the District and provide them to the District Manager.

Our Professional Landscape Inspection Services Fee

Based on the Scope of Services, Rizzetta & Co. proposes the following Landscape Inspection Services fee:

☐ **Option 1. – Scope of Services as presented (service fee will be billed monthly):**

- $750/mt. - $9,000/yr.

☐ **Option 2. – Scope of Services as amended (service fee will be billed bi-monthly):**

- Perform one (1) bi-monthly (every other month) landscape maintenance inspection to ensure oversight of onsite landscape maintenance contractors and compliance with the District's landscape maintenance and irrigation contracts.
- Provide the District with one (1) bi-monthly (every other month) landscape maintenance inspection report which shall be provided in the District's agenda package and include, among other things, recommended action items.
- Attend three (3) District meetings in person, per fiscal year, to review Landscape Inspection Report and/or to discuss other landscape-related items.

  $850 bi-monthly - $5100/yr.

Submitted

By: _____

Lucianno Mastrionni, Director, Community Services

Rizzetta & Co., Inc.

Date: _____

Accepted

By: _____

Print: _____

For: VillaSol Community Development District

Date: _____

VILLASOL COMMUNITY DEVELOPMENT DISTRICT REQUEST FOR PROPOSALS

Proposals Must Be Submitted No Later Than

2:00 P.M.

March 3, 2023

VILLASOL COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS

The VillaSol Community Development District ("VCDD") seeks proposals from firms interested in providing District Manager services to the VCDD in compliance with Chapter 190, Florida Statutes, Section 190.007.

Proposals shall be made to the VillaSol Community Development District, c/o Scott D. Clark, Esq., District Counsel, 1800 Town Plaza Court, Winter Springs, Florida 32708, prior to 2:00 PM on March 3, 2023. At approximately 2:05 PM, five (5) minutes after submittal deadline on March 3, 2023, the proposals will be opened publicly at this location. Proposals may be delivered in physical form to the location specified above or may be submitted electronically by sending them to sclark@winterparklawyers.com, with a copy to dtraub@winterparklawyers.com. It is the responsibility of the party submitting the proposal to obtain a delivery receipt for the proposal, regardless of the manner of delivery.

Proposals shall include a signed copy of the proposal. Proposals must comply with all of the specifications and instructions in the Request for Proposals, a copy of which may be obtained by contacting VCDD's District Counsel, Scott D. Clark, Esq. via email at sclark@winterparklawyers.com.

VCDD reserves the right to reject any or all proposals, to waive technicalities, to re-advertise, and to otherwise conduct this Request for Proposals in the manner it deems to be in the best interests of the VCDD.

Prospective firms, as well as any agents, representatives or persons acting at the request of such prospective firms, shall be prohibited from discussing any matters related in any way to this Request for Proposals with any VCDD officer, agent, or employee, other than the VCDD's District Counsel, Scott D. Clark, Esq., or as may otherwise be directed in the Request for Proposals.

VILLASOL COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS

GENERAL INSTRUCTIONS

VillaSol Community Development District ("VCDD") seeks proposals from firms interested in providing District Manager services to VCDD, and which shall specifically include those district management services set forth in Exhibit A hereunder and all anticipated Miscellaneous Fees contained in Exhibit B hereunder.

Proposals shall be made to the VillaSol Community Development District, c/o Scott D. Clark, Esq., District Counsel, 1800 Town Plaza Court, Winter Springs, FL 32708, prior to 2:00 PM on March 3, 2023. At approximately 2:05 PM on March 3, 2023, the proposals will be opened publicly at the 1800 Town Plaza Court, Winter Springs, FL 32708. Proposals received after the established deadline will not be opened.

Proposals shall include a signed copy of the proposal. Proposals must comply with all of the specifications and instructions in this Request for Proposal ("RFP").

1. PURPOSE

VCDD is seeking proposals from qualified firms interested in providing District Manager services to the VCDD. VillaSol is a planned unit development approved for 798 residential units and approximately fifteen (15) acres for commercial use, located in the north central portion of Osceola County at the intersection of Simpson Road (State Road 530) and the Osceola Parkway, just south of the Orange/Osceola County line. The Osceola Parkway is a major east/west four-lane arterial roadway that connects Simpson Road to Interstate 4 and serves to move traffic from the Florida Turnpike to World Drive located at Walt Disney World. There is an HOA in the community. The assets which fall under the management of the VCDD, include but may not be limited to:

1. Roadways and a gatehouse
2. Various sidewalks throughout the community.
3. Perimeter fencing.
4. Storm sewer system.
5. Lakes, ponds and preserves throughout the community.
6. Certain common areas and conservation areas.
7. A clubhouse, pool and other recreational facilities

A detailed maintenance map of the community is available upon request.

2. SELECTION CRITERIA

The following criteria will be used in selecting the proposal that meets the best interest of the District:

1. The firm's experience and expertise in providing District Manager services to community development districts and similar entities. Please provide Five (5) references from current CDD Customers.
2. The firm's proposed staffing, management structure, devoted resources, in-house capabilities, and ability to provide all required District Manager services in a competent and timely manner.
3. Approach to District Management, cost-control techniques, pricing and fee schedule.
4. Ownership status and employment practices.

3. PREPARATION OF PROPOSAL

An authorized representative of the firm shall sign the proposal and all of the required forms attached to this RFP.

If the firm is a partnership, the proposal shall provide the names and addresses of all partners, and the proposal shall be signed by at least one partner with authorization to act on behalf of the partnership.

If the firm is a corporation, the proposal shall provide the name of the state in which the corporation's articles are held. The proposal must be signed in the name of, and under the seal of, the corporation, by a duly authorized officer or agent of the corporation, and their address must be given. Such officer or agent must present legal evidence that they have lawful authority to sign said bid, that the signature is binding upon the corporation, and that the corporation has a legal existence. In the event that any corporation, organized and doing business under the laws of any foreign state, is selected as the winning firm, such corporation shall present evidence before a Purchase Order for said work is executed, that it is authorized to do business in the State of Florida.

VCDD shall not be responsible for any expenses incurred by the firm in preparing or submitting a proposal in response to this RFP, nor any expenses associated with interviews, presentations or contract negotiations related to the proposal.

4. CLARIFICATION AND INTERPRETATION

Any comments, questions, or requests for clarification, interpretation or additional information concerning the RFP shall be submitted in writing, or by e-mail to the VCDD District Counsel, at the contact information below on or before 12:00 PM on February 17, 2023. Firms are not entitled to rely upon, and VCDD will not be bound by, any oral interpretations given by VCDD or its staff or representatives. Written addenda or determinations issued by the VCDD are the only method by which this RFP may be clarified, interpreted or modified. If any such written decisions are issued, VCDD will make reasonable efforts to notify all firms, and will generally post such written decisions on VCDD's website, www.villasoldcdd.org. However, each firm shall be responsible for contacting the VCDD District Counsel prior to submitting its proposal to determine if any such written addenda have been issued and to amend their proposal as necessary.

VillaSol Community Development District
Scott D. Clark, Esq., District Counsel
1800 Town Plaza Court,
Winter Springs, Florida 32708

Alternatively, via email at: sclark@winterparklawyers.com

5. CORRECTION OR WITHDRAWAL OF PROPOSALS

Correction or withdrawal of inadvertently erroneous bids or proposals before or after opening, or cancellation of awards or contracts based on mistakes, may be permitted in the sole discretion of the VillaSol Community Development District. In any bid based, in whole or in part, upon a price calculated by multiplying a unit cost by the number of units to be purchased, the accurate calculation of price shall control over a total price that is based on an error in such calculation. Bids or proposals may be modified or withdrawn by written notice received by the VCDD District Counsel at 1800 Town Plaza Court, Winter Springs, Florida 32708, or, alternatively, via email to sclark@winterparklawyers.com prior to the time set for opening of bids or proposals. After the opening, corrections shall be permitted only to the extent that the person submitting a bid or proposal can show by clear and convincing evidence that a mistake of a nonjudgmental character was made, the nature of the mistake, and the price and term of the bid or proposal actually intended. The person submitting the bid or proposal with the lowest price alleging a material mistake of fact may be permitted to withdraw their bid or proposal if:

a. The mistake is clearly evident on the face of the document but the intended correct bid or proposal is not similarly evident; or

b. The person submits evidence that clearly and convincingly demonstrates that a mistake was made.

6. PUBLIC PRESENTATIONS

VCDD may conduct discussions with and may require public presentations by firms, regarding their qualifications and ability to furnish the required services. VCDD shall not be responsible for any expenses incurred for public presentations.

7. PUBLIC RECORDS

The firm understands that upon receipt of the proposal by the VCDD, the proposal documents become a "public record," as defined in Chapter 119, Florida Statutes, and those documents are subject to public disclosure in accordance with that Chapter.

8. ANTI-COLLUSION

By offering a proposal in response to this RFP, the firm is certifying that it has not colluded in any way with any other firm or parties to the proposal, or made any communication that would be reasonably understood to be detrimental to the public purpose of the RFP process, and will not do so during the RFP process. Such prohibited communications include but are not limited to discussion of prices and data with competitors or other applicants, attempting to induce other firms not to submit proposals, and the employment of a person or agency to solicit or secure this contract upon a commission, percentage, brokerage, or contingent fee arrangement.

9. PUBLIC ENTITY CRIMES STATEMENT

As required by Section 287.133, Florida Statutes, a person or affiliate who has been placed on the convicted contractor list following a conviction for a Public Entity Crime may not submit a bid on a contract to provide any goods or services to a Public Entity, may not submit a bid on a contract with a Public Entity for the construction or repair of a public building or a public work, may not submit bids on leases of real property to a Public Entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or contractor under a contract with any Public Entity, and may not transact business with any Public Entity in excess of the threshold amount provided in s. 287.017 for Category Two for a period of 36 months from the date of being placed on the convicted contractor list. Any person must notify the VCDD within 30 days after a conviction of a Public Entity crime applicable to that person or to an affiliate of that person. It is required that the attached Public Entity Form be signed and returned to this office with the proposal.

10. LOBBYING PROHIBITED

Upon the issuance of this RFP, all prospective firms, and any agent, representative or person acting at the request of such prospective firm, shall be prohibited from discussing any matters related in any way to this RFP with any officer, agent, or employee of the VCDD, other than the VillaSol Community Development District, c/o Scott D. Clark, Esq., District Counsel, 1800 Town Plaza Court, Winter Springs, Florida 32708 or, alternatively, via email at: sclark@winterparklawyers.com, or as may otherwise be directed in this RFP.

11. CANCELLATION

All contracts arising out of this RFP process shall provide that the VCDD shall have the right to unilaterally cancel, terminate or suspend the contract, in whole or in part, by providing thirty (30) days written notice by certified mail.

12. DISCRETION OF THE VCDD

VCDD reserves the right to accept any or all proposals, to reject any or all proposals, to waive any technical errors or omissions, and to request resubmission or clarification from any or all applicants. VCDD reserves the right to select any proposal that meets the requirements of this RFP and shall have sole discretion to determine which proposal is in the best interests of VCDD.

13. PROHIBITED INTERESTS

(a) No VCDD officer, employee, or agent shall participate, directly or indirectly, in the selection of a contractor, or in the award or administration of a contract if such officer, employee, or agent, or a spouse, child, parent, brother or sister of such officer, employee or agent, or a person that employs any of the above has an interest, financial, or otherwise, in a person or entity submitting a bid or proposal, except where such interest is not substantial and such interest is disclosed to and approved by the VCDD Board of Supervisors prior to such participation.

(b) No VCDD officer, employee, or agent shall solicit or accept a gratuity, favor or anything of monetary value from contractors, bidders, offerors or any person with an interest in a contract

except where such is unsolicited, of a nominal value and disclosed to the VCDD Board of Supervisors and the Board of Supervisors approve acceptance thereof.

(c) No VCDD officer, employee or agent that participates, directly or indirectly, in the procurement process shall be employed by any person or firm bidding for or contracting with the VCDD for contracts hereunder.

14. MINORITY BUSINESS ENTERPRISES

VCDD hereby notifies prospective firms that it will ensure that minority business enterprises will be afforded full opportunity to participate in response to this RFP, and that during the RFP and subsequent contract negotiation process, no party will be discriminated against based on race, color, creed, sex, age, national origin, or disability. Anyone requiring accommodations to access any public meetings required as part of the RFP or contract process should contact VillaSol Community Development District, c/o Scott D. Clark, Esq., District Counsel, 1800 Town Plaza Court, Winter Springs, Florida 32708 or, alternatively, via email at: sclark@winterparklawyers.com, at least 24 hours in advance of the meeting.

15. EQUAL EMPLOYMENT

Firm shall not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, national origin, or handicap.

16. COMPLIANCE WITH THE LAW

The act of submitting a response to this bid shall constitute an agreement by the firm that they have made themselves familiar with, and shall at all times observe and comply with, Federal, State, and Local laws, ordinances, codes, and regulations. No plea of misunderstanding will be considered on account of ignorance thereto. The firm shall indemnify and hold harmless the VCDD and all of their officers, agents, employees, or representatives from all suits, actions, or claims arising from or based on the violation of any such laws, ordinances, codes, and regulations whether by themselves, their employees, subcontractors, or agents.

17. ASSIGNMENT OF CONTRACT

The winning firm shall not be permitted to assign the contract without the written consent of the VCDD.

18. DISPUTE AND COMPLAINT

All complaints or grievances during the RFP process should be first submitted in writing to the VCCD District Counsel who will take prompt remedial action. The VCCD District Counsel shall investigate the validity of the complaint and present the findings in writing to the firm. If the firm is dissatisfied with the remedies, they may then make a written appeal, in accordance with Section 3.0 of the VCDD Rules. This policy does not preclude consideration of legal questions in connection with any decisions made by the VCDD.

19. INSURANCE REQUIREMENTS

The successful firm(s) shall be required to supply, at their cost, the following minimum insurance coverage:

A. *Workers Compensation:* Coverage to apply for all employees for Statutory Limits in compliance with the applicable state and federal laws. The policy must include Employers' Liability with a limit of $500,000 each accident; $500,000 each employee; and $500,000 policy limit for disease.

B. *Professional Liability Insurance:* with minimum $1,000,000 per occurrence for this project with a $2,000,000 policy term general aggregate. Coverage shall be extended beyond the policy year term either by a supplemental extended reporting period (ERP) with as great of duration as available, with no less coverage and reinstated aggregate limits, or by requiring that any new policy provide a retroactive date no later than the inception date of claims made.

C. *Comprehensive Commercial General Liability Insurance:* Occurrence form required. Aggregate must apply separately to this contract/job. Minimum $500,000 each occurrence; $1,000,000 general aggregate; $1,000,000 products and completed ops; and $100,000 fire damage.

D. *Automobile Insurance:* To include all vehicles owned, leased, hired and non-owned vehicles with limits of not less than $1,000,000 per each accident and for property damage and bodily injury, with contractual liability coverage for all work performed under this agreement.

E. VillaSol Community Development District is to be named additional insureds on Comprehensive Commercial General Liability Policy and the Business Auto Policy. Certification of same shall be required. All certificates of insurance must be on file with and approved by the VCDD before commencement of any work activities.

F. Any and all deductibles to the above referenced policies are to be the responsibility of the successful firm.

G. *Hold Harmless:* VCDD shall be held harmless and indemnified against all claims for bodily injury, sickness, disease, death or personal injury or damage to property, or loss of use resulting from or arising out of performance of this agreement or contract, unless such claims are a result of VCDD's sole negligence. VCDD shall also be held harmless and indemnified against all claims for financial loss with respect to the provision of or failure to provide professional or other services resulting in professional, malpractice, or errors or omissions liability arising out of performance of this agreement or contract, unless such claims are a result of VCDD's sole negligence.

FIRM'S CERTIFICATION

STATE OF
COUNTY OF

I, William J. Rizzetta, of Rizzetta & Company (company), submitting to furnish the following described materials, equipment, and/or services to the VillaSol Community Development District ("VCDD").

HEREBY CERTIFIES THAT:

1. Bidder/Firm has thoroughly inspected the specifications or request for proposal and understands the terms and conditions thereof and they are incorporated by reference in the bid or proposal for said goods or services, and have verified measurements, if applicable.
2. The bid or proposal is Contractual and binding and shall be valid for not less than ninety (90) days from the date of bid opening. A longer time may be set out in the bid, the proposal, or as negotiated between the Bidder/Firm and VCDD.
3. The bid or proposal is made by a person authorized to bind the Bidder/Firm.
4. The bid or proposal is made without unlawful collusion between another Bidder/Firm or potential Bidder/Firm, or with any officer or employee of VCDD.
5. The bid or proposal is in full compliance with the Copeland Anti-kickback statute.
6. The bidder does not discriminate on the basis of race, color, national origin, sex, religion, age, or handicapped status in employment or in the provision of services.

William J. Rizzetta

Print Name: William J. Rizzetta

STATE OF Florida
COUNTY OF Hillsborough

The foregoing instrument was acknowledged before me this 2 day of March, 2023, by William J. Rizzetta, as President (title) of Rizzetta & Company (name of company), on behalf of Inc. (type of entity). Who is personally known to me, or Who produced Known to me as identification, who did take an oath, and who acknowledged before me that he executed the same freely and voluntarily for the purposes therein expressed.

(Notary Seal)

DEBORAH BRENNAN
MY COMMISSION EXPIRES MARCH 23, 2024
#GG 947251
Bonded thru Troy Fain Insurance
NOTARY PUBLIC, STATE OF FLORIDA

Deborah Brennan

Signature

Deborah Brennan

Print Name
NOTARY PUBLIC-STATE OF Florida
My Commission Expires: March 23, 2024
Commission No. GG947251

NO LOBBYING AFFIDAVIT

STATE OF Florida
COUNTY OF Hillsborough

This, 2nd, of March, 2023, William J. Rizzetta being first duly sworn, deposes and says that he or she is the authorized representative of Rizzetta & Company (Name of the authorized Contractor, Contractor or individual), maker of the attached request for proposal released by VillaSol Community Development District, and that the Firm and any of its agents agrees to abide by VillaSol Community Development District's no lobbying restrictions in regards to this solicitation.

Affiant

The foregoing instrument was acknowledged before me this 2 day of March, 2023, by William J. Rizzetta (name of person, officer, or agent, title of officer or agent), of Rizzetta & Company (name of corporation or partnership, a Florida (state of incorporation or partnership, if applicable).

Who is personally known to me,

Who produced Known to Me as identification, who did take an oath, and who acknowledged before me that he executed the same freely and voluntarily for the purposes therein expressed.

(Notary Seal)

DEBORAH BRENNAN
MY COMMISSION EXPIRES MARCH 23, 2024
#GG 947251
Bonded thru Troy Fain Insurance
NOTARY PUBLIC, STATE OF FLORIDA

Signature

Print Name Deborah Brennan
NOTARY PUBLIC-STATE OF Florida
My Commission Expires: March 23, 2024
Commission No. GG947251

SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to Stoneybrook West Community Development District ("SBWCDD") by:

William J. Rizzetta, President

(Print individual's name and title)

For: Rizzetta & Company
(Print name of entity submitting sworn statement)

Whose business address is: 3434 Colwell Avenue, Suite 200, Tampa, FL 33614

And (if applicable) its Federal Employer Identification Number (FEIN) is: 59-3075187

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement .)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), FLORIDA STATUTES, means a violation of any state oar federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1) (b), FLORIDA STATUTES, means a finding of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1) (a), FLORIDA STATUTES, means:

a. A predecessor or successor of a person convicted of a public entity crime; or

b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one (1) person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arms-length agreement, shall be a prima facie case that one (2) person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (36) months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1) (e), FLORIDA STATUTES, means any natural person or entity organized under the laws of any state of the United States with the

legal power to enter into a binding contract and which bids or apples to bid on contracts for the provision of goods or services let by a public entity or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement (indicate which statement applies).

✓ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one (1) or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the pubic interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICE FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMONT PROVIDED IN SECTION 287.017, FLORIDA STATUTES, FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Date: March 2, 2023

Signature

STATE OF FLORIDA
COUNTY OF Hillsborough

The foregoing instrument was acknowledged before me this 2 day of March, 2023 by William J. Rizzetta, as President of Rizzetta & Company, on behalf of Rizzetta & Company.
Who is personally known to me, or Who produced Known to me. as identification, who did take an oath, and who acknowledged before me that he executed the same freely and voluntarily for the purposes therein expressed.

(Notary Seal)

DEBORAH BRENNAN
MY COMMISSION EXPIRES MARCH 23, 2024
#GG 947251
Bonded thru Troy Fain Insurance
NOTARY PUBLIC, STATE OF FLORIDA

Signature

Print Name Deborah Brennan
NOTARY PUBLIC-STATE OF FLORIDA
My Commission Expires: March 23, 2024
Commission No. GG947251

EXHIBIT "A"

VILLASOL COMMUNITY DEVELOPMENT DISTRICT
MANAGEMENT SERVICES STATEMENT OF WORK

GENERAL INFORMATION

VillaSol is a planned unit development approved for 798 residential units and approximately fifteen (15) acres for commercial use, located in the north central portion of Osceola County at the intersection of Simpson Road (State Road 530) and the Osceola Parkway, just south of the Orange/Osceola County line. The Osceola Parkway is a major east/west four-lane arterial roadway that connects Simpson Road to Interstate 4 and serves to move traffic from the Florida Turnpike to World Drive located at Walt Disney World. VillaSol also includes extensive amenities including a 3,800-sq. ft. clubhouse, swimming pool, playgrounds, a basketball court, tennis courts and several acres of wooded trails that wind throughout the community. Property in VillaSol is owned by numerous individuals and entities.

The District is responsible to manage its lakes and wetlands under a permit from the South Florida Water Management District.

The District desires to employ the services of a qualified contractor to provide management, financial and accounting advisory services under the following statement of work.

STATEMENT OF WORK

This statement of work (SOW) defines the Management Services that shall be provided to the District Board of Supervisors.

I. GENERAL CONSULTATION, MEETINGS AND DISTRICT REPRESENTATION

The Manager shall:

a. Assign a District Manager (Manager) subject to Board of Supervisor's approval. As the Manager, consult with the District Board of Supervisors and its designated representative, and when necessary, participate in such meetings, discussions, project site visits, workshops and hearings as may pertain to the administration, accomplishment and fulfillment of the professional services set forth herein with regards to the projects and general interest of the District.

b. Provide consultation and representation work with pertinent public agencies and private individuals in connection with the interests of the District. The service to be provided shall also include, but not be limited to planning, scheduling, production and quality control; coordination and administration of various professional service elements.

c. Attend regular and special meetings of the Board of Supervisors.

d. Manage the activities of the District financial consultants (i.e., accounts, financial advisors, Trustee as necessary so that required reports are made timely to bondholders, State Comptroller and Auditor General of the State of Florida.)

e. Coordinate activities between the District's Engineer for infrastructure and operations and maintenance to ensure that all District operations are conducted in accordance with the required permits and regulations.

f. Coordinate with the District's legal counsel to ensure that all District operations are conducted in accordance with Chapter 190, Florida Statutes and all other related Florida Statutes.

g. Prepare, coordinate, and submit to the District's Board of Supervisors a proposed Annual Budget and administer the Adopted Budget of the District.

h. Review draft audited financial statements from independent auditors, management letter suggestions and internal control opinions issued by the auditor.

i. Coordinate activities between the District, County, property Appraiser and Tax Collector's office pursuant to Chapters 197, 190, and 170, Florida Statutes.

j. Coordinate filing of any special assessment tax roll with County and City governments by the District's financial advisor.

k. Support District contract negotiations as needed.

l. Assign and oversee a Field Manager. Consult with and advise the District's Board of Supervisors on matters related to the operation and maintenance of District's property.

m. Coordinate the activities and advise any advisory boards of the District.

n. Implement the policies established by the District, in connection with the operation of the District.

o. Immediately notify the Board of Supervisors and other interest parties of any major issue that could have a negative impact the District.

p. Provide all other services necessary to effectively manage the operation of the District.

II. ADMINISTRATIVE SERVICES

The Manager shall:

a. Notice all public meetings and other required legal advertising (i.e., public bidding, rates and rule amendments) in accordance with Chapters 189 and 190, Florida Statutes.

b. Prepare Board meeting agenda packages and submit same to the Board of Supervisors in accordance with meeting schedule.

c. Record and transcribe summarized meeting minutes, review for correctness, and provide same to the Board of Supervisors.

d. Maintain an action item list, oversee open items until completion, and recommend closure of each action by the Board of Supervisors.

e. Serve as the District's agent in disseminating information that is requested pursuant to the public records of the State of Florida.

f. Prepare correspondence and other reports as required.

g. Maintain District files in accordance with public record laws.

h. Provide and maintain a District's website for communications with residents in the community.

i. Transmit approved minutes to local governing authorities.

III. GENERAL SERVICES

The Manager shall provide the following Annual services:

a. Establish an annual calendar of activities relating to:

1. Accounting/financial reporting
2. Milestone dates for annual audits (preliminary, start, field work, draft report, and final report.)

3. Arbitrage calculation dates.
4. Bond compliance pursuant to the trust indenture.
5. Budget process dates.
6. Special assessment certification dates.

b. Implement internal controls and procedures providing adequate segregation of duties and proper separation between various funds and account groups in order to safeguard District assets including bank accounts, and check stock.

c. Maintain books and records and related back-up documentation for all fund types and account groups consistent with Government Generally Accepted Accounting Principles; including:

1. General fund (O&M)
2. Capital project funds
3. Debt service fund (including revenue and reserve funds)
4. Fixed asset account group
5. Long-term debt group

d. Establish bond compliance tracking procedures and completion of all requirements.

e. Coordinate year-end financial audits, including meeting with and providing all requested information needed by the auditor to timely perform said audit and to review audit invoices to ensure that audit work remains within authorized limits.

f. File audited financial statements and annual financial report to local governments and State agencies in accordance with Florida Statutes and District's bond covenants.

g. Coordinate annual arbitrage calculations with arbitrage consultants and ensure that deposits into the related accounts are made by the Trustee as identified by the arbitrage rebate calculation.

h. File, as required, certificates requesting exemption from County and City taxes.

i. File Federal and State taxes, when required.

j. Ensure District maintains adequate insurance. (i.e., general liability, public officials' liability/error and omissions and property).

k. File required reports for local government (i.e., public depositors report, public facilities report.)

The Manager shall provide the following Monthly services;

a. Issue monthly financial statements to the Board of Supervisors and all other interested parties.

b. Issue monthly action item list tracking open issues and recommending closure for Board of Supervisor's approval.

c. Reconcile monthly investment statements:

1. Review investment types to determine whether they comply with indenture requirements and meet District cash flow needs.

2. Direct Trustee on investment portfolios.

3. Review investment performance

d. Review and process all general operating expenditures incurred by the District to ensure payment are in accordance with approved contracts, which include obtaining Board approval and disbursement from the appropriate funds.

e. Provide any additional financial reporting that maybe requested by Board of Supervisors.

f. Maintain database for assessment roll.

IV. FIELD MANAGEMENT SERVICES

The Manager's Field Manager shall:

a. Coordinate activities with the District Manager for planning, developing, controlling and evaluating field maintenance contracts and programs.

b. Develop and oversee the annual maintenance program as identified in the adopted budget of the District, develop policies, purchase requests and conduct competitive bidding, when necessary.

c. Review and sign purchase orders and service contracts to facilitate field operations. Approve invoices for payment.

d. Direct District contractors who provide installation, repair and maintenance of District properties including:

1. Roadways and Gatehouse

2. Landscaping

3. Irrigation systems

4. Common fences and walls

5. Stormwater Facilities, Ponds and lakes

6. Clubhouse and other recreational amenities

e. Develop and implement a capital improvement plan based on the approved District Reserve Study and Board of Supervisors approval of the plan.

f. Answer questions and requests from VillaSol residents concerning District field operations.

g. Coordinate with County officials regarding related field maintenance issues.

h. Coordinate with insurance carriers, District and non-District, for damages to District property and oversee restoration of these properties.

i. Prepare, as required, portions of the District operations budget and monitor budget line item activity for field maintenance.

j. Receive general administration supervision and guidance from District Manager.

k. Correspond as required with the District Board of Supervisors and with the public as District representative. Provide to the Board of Supervisors a monthly status report.

l. Administrate daily activities and conduct monthly on-site inspections.

m. Help develop and enforce District policies and procedures including preventing, resident and non-resident, intrusion and/or damage to District property; ensure restoration is completed if necessary.

V. FUND SPECIFIC SERVICES

The Manager shall provide the following General Fund services:

a. Bill and collect fees as needed (e.g., permits, inspections, document preparations).

b. Receive and transmit assessment receipts to appropriate funds in accordance with adopted budgets and annual assessments.

The Manager shall provide the following Debt Service Fund services.

a. Coordinate with Trustee to ensure District maintains reserve fund requirements in accordance with trust indenture.

b. Review trust statements to ensure funds are transferred and deposited in appropriate accounts (i.e., interest earnings are transferred to appropriate accounts, prepaid assessments and annual assessments are deposited in appropriate accounts.)

c. Coordinate with Trustee that mandatory principal and interest payments and special principal payments are made.

Exhibit B: Miscellaneous Fees

Please quote the following miscellaneous supplies that are to be billed monthly as an invoice:

Note: Expand this list to include all supplies required to support your Manager Services.

	Item	Cost ($)
1	Agenda package	$0.00
2	Tapes/CS	$0.00
3	Binders	$0.00
4	# 10 envelope	$0.00
5	9 x 12 envelope	$0.00
6	10 x 13 envelope	$0.00
7	Storage box	$0.00
8	Copy	$0.00
9	USPS	$0.00
10	Fed Ex	$0.00
11	Conference calls	$0.00
12	Offsite storage (archival)	$0.00

Subsection 6C

Resolution 2022-02

DocuSign Envelope ID: 1005C9B7-6A66-4820-861A-8272812C9C09

RESOLUTION 2022-02

A RESOLUTION ADOPTING AMENDED RULES AND REGULATIONS FOR STREETS AND ROADWAYS WITHIN VILLASOL COMMUNITY DEVELOPMENT DISTRICT; PROHIBITING CERTAIN STREET PARKING; PROVIDING FOR REMEDIES TO CORRECT STREET PARKING; PROVIDING FOR AN EFFECTIVE DATE.

BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE VILLASOL COMMUNITY DEVELOPMENT DISTRICT AS FOLLOWS:

WHEREAS, VillaSol Community Development District is the owner of various boulevards and streets within the boundaries of the Community Development District; and

WHEREAS, the Board of Supervisors of the District (the "**Board**") has the right to adopt reasonable rules and regulations regarding the operation of District Roads located within the District; and

WHEREAS, the Board finds that excessive parking of vehicles or the parking of certain large vehicles or vessels on streets and roadways creates a cluttered look, impedes the effective operation of District Roads in accordance with their intended design and presents a safety hazard; and

WHEREAS, the Board desires to adopt rules and regulations dealing with street parking. WHEREAS, the District is authorized by Fla. Stat. §190.012(2)(d) to engage a towing company and to utilize the procedures of Fla. Stat. §715.07 to enforce the provisions of this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the VillaSol Community Development District as follows:

1. **Street Parking**. Parking of vehicles in one of the streets or roads within the District ("Street Parking") is prohibited in areas where there is inadequate room, where such parking is likely to create a public safety hazard, or where the Board of Supervisors otherwise determines that Street Parking shall be prohibited. For purposes of the foregoing, the following shall apply:

   a. On any street having a right of way of less than fifty feet (50'), street parking shall be prohibited.

   b. Street Parking shall be prohibited along Puerta del Sol Boulevard.

   c. Street Parking shall be prohibited at any location or in any manner where it is not permitted pursuant to Fla. Stat.§§316.1945, 316.195 or 316.1951.

   d. Street Parking shall be prohibited in other locations where the Board of Supervisors has, by resolution, determined Street Parking to be unsafe or to hinder the effective operation of the District's Roads. Such areas shall be identified by signage, pavement marking or both.

e. Dual rear wheel vehicles (as defined in Osceola County Code §22-50-2), Commercial Motor Vehicle or Recreational Vehicles shall be prohibited from Street Parking.

f. No boat or boat trailer shall be parked on the street except for time periods not exceeding 30 minutes for purposes of loading and unloading of such boat.

g. No trailer of any type, whether attached to a vehicle or not, may be parked on the street except during times where a trailer belonging to a vendor or service company is actually at a residence providing service to that residence.

h. No abandoned or inoperable vehicle or vehicle which does not have current tags and registration shall be parked on the street.

i. No vehicle may be parked in such a manner as to block or inhibit ingress and egress by other vehicles, including specifically emergency vehicles.

j. No vehicle may be parked in the parking lot adjacent to the Recreation Center during hours that the Recreation Center is not open for use.

k. For purposes of this Resolution, the street shall include all areas, including lawn areas and sidewalks, within the right of way owned by the VillaSol Community Development District and shall include any areas owned by the District that are used for parking of vehicles. Nothing in this designation shall be deemed to affect the obligation of owners of improved lots to maintain lawn and landscape improvements within the right of way area as required under Section 5.1 of that certain Declaration of Covenants, Conditions and Restrictions recorded in Official Records Book 2124, Page 2046, of the Public Records of Osceola County, Florida or any amendment or supplement thereto.

l. The following definitions shall apply to this Resolution:

i. "Vehicle" be a Motor Vehicle as defined in Fla. Stat. §316.003(21).

ii. "Parking" shall be as defined by Fla. Stat. §316.003(27).

iii. Commercial Motor Vehicle shall be as defined by Fla. Stat. §316.003(66).

iv. "Recreational Vehicle" shall be a vehicle described in Fla. Stat. §320.01(1)(b).

v. Any term not otherwise defined herein shall have the meaning set forth in Chapter 22 of the Osceola County Code.

2. **Remedies**. The Board shall have the right to cause offenders of vehicles to be towed for violations. The notices provided for violations hereunder shall be the notices required by Fla. Stat. §715.07. For this purpose, the Board shall be authorized to enter into a contract with one or more towing companies under the provisions of Fla. Stat. §715.07 in order to provide for offending vehicles to be towed. Such towing companies shall be authorized to erect signage complying with Fla. Stat. §715.07 and to tow vehicles violating this resolution. All expenses associated with such towing and the storage of vehicles shall be the responsibility of the owner

of such vehicle. The Board shall have the right to charge and assess an administrative fee, pursuant to Fla. Stat. §190.035, not to exceed $250.00 for violations hereunder.

3. **Rules and Regulations**. The Board shall have the right to adopt rules and regulations which further regulate and discourage street parking or which identify any specific areas described in Section 1(d) above.

4. **Effective Date**. This Resolution shall become effective upon its adoption.

ADOPTED this 9th day of November 2021.

VILLASOL COMMUNITY DEVELOPMENT DISTRICT

DocuSigned by:
88167B5C9432456...

_____, Chairman

Attest: _____

Gabriel Mena, Secretary

Subsection 6D

Traffic Enforcement Services Agreement

Record and return to:
Scott D. Clark, Esq.
Clark & Albaugh, LLP
1800 Town Plaza Court
Winter Springs, FL 32708

TRAFFIC ENFORCEMENT SERVICES AGREEMENT

This Traffic Enforcement Services Agreement (the "Agreement") is entered into by and between **OSCEOLA COUNTY,** a political subdivision and charter county of the State of Florida (the "County") and the **VILLASOL COMMUNITY DEVELOPMENT DISTRICT,** (the "District"), a Florida nonprofit corporation and the **OSCEOLA COUNTY SHERIFF'S OFFICE** (the "Sheriff's Office.").

W I T N E S S E T H :

WHEREAS, the District has fee simple title to all the private roadways (the "Private Roads") lying within VillaSol Community Development District (hereinafter "VillaSol"), as more particularly described on **Exhibit A;** and

WHEREAS, the County does not have traffic control jurisdiction over private roads such as those owned by the District; and

WHEREAS, Section 316.006(3)(b), Florida Statutes, permits a county to exercise jurisdiction over any private roads if the county and the party owning such roads provide for county traffic control jurisdiction by a written agreement approved by the governing board of the county; and

WHEREAS, Section 316.006(3)(b), Florida Statutes, requires the governing body to consult with the sheriff prior to entering into an agreement for traffic control jurisdiction over private roads; and

WHEREAS, the District has requested the County to exercise traffic control jurisdiction over the Private Roads; and

WHEREAS, prior to enforcement activities, the District has requested the County to evaluate whether the traffic control devices (traffic control signs, etc.) within VillaSol conform to the manual and specifications of the Department of Transportation (or Manual of Uniform Traffic Control Devices as appropriate) at the expense of the District; and the District agrees to implement any necessary changes prior to enforcement activities beginning; and

WHEREAS, the Osceola County Board of Commissioners and the Sheriff of Osceola County, Florida (the "Sheriff') have consulted and are willing to exercise traffic control jurisdiction over the Private Roads; and

WHEREAS, pursuant to Section 30.2905, Florida Statutes, the Sheriff operates an off-duty employment program which can provide personnel for traffic control of the Private Roads; and

WHEREAS, the Sheriff has developed a methodology for computing incident costs for purposes of Section 938.27, Florida Statutes, which can be utilized to charge for services delivered when off-duty personnel are not employed by the District; and

WHEREAS, Florida Statute § 316.006(3)(b)(2) provides, *inter alia,* that no traffic control agreement shall take effect prior to October 1 of the year of the agreement, unless such provision is waived in writing by the sheriff of the county; and

WHEREAS, the Sheriff has waived the above provision, as evidenced by **Exhibit B.**

NOW THEREFORE, in consideration of the mutual promises, covenants and agreements contained herein and other valuable consideration, receipt and adequacy of which is hereby acknowledged, the parties mutually undertake, promise, and agree for themselves, their successors, and assigns as follows:

SECTION I. RECITALS. The foregoing recitals are true and correct, and are incorporated herein by reference and form a material part of this Agreement,

SECTION 2. JURISDICTION. The County agrees to exercise jurisdiction over traffic control, including parking, on the Private Roads pursuant to the terms and conditions expressed in Section 316.006(3)(b), Florida Statutes, and subject to compliance with the terms and conditions set forth in this Agreement, particularly the District's compliance with Section 5 hereof.

SECTION 3. ADDITIONAL AUTHORITY. The County's exercise of traffic control jurisdiction pursuant to this Agreement shall be in addition to any authority the County may otherwise exercise over the Private Roads and nothing herein shall be construed to limit or remove any such authority. The County agrees to continue to provide such police and fire services as are required by law in addition to those police and fire services as have previously been provided.

SECTION 4. SIGNAGE. The District shall coordinate County approval for all traffic control devices to be used for enforcement purposes. Establishment of maximum speed limits shall be per Section 316.183, Florida Statutes and shall be approved by the County. The District shall he responsible for posting the speed limit by appropriate, Department of Transportation-approved signage along the Private Roads.

SECTION 5. COMPENSATION. The County shall he compensated for the services provided under this Agreement as follows:

(A) The District shall obtain traffic enforcement by means of employing deputies through the Sheriffs off-duty program and shall satisfy all payment obligations thereunder.

(B) If the Sheriff dispatches personnel to investigate a traffic-related incident during ally period in which the District has not employed a deputy through the Sheriffs off-duty program, the District agrees to pay the full investigative cost upon receipt of an invoice from the Sheriff's Office. The investigative cost shall be computed using the Traffic Enforcement Unit Investigative Cost Affidavit attached as **Exhibit C**, applying the personnel and vehicle cost rates then utilized by the Sheriff for purposes of Section 93R.27, Florida Statutes.

Investigative costs shall be paid within thirty days of delivery to the District of an invoice with a copy of each Investigative Cost Affidavit attached.

SECTION 6. COUNTY TO RETAIN REVENUE. All revenue from the fines, costs and penalties imposed by the traffic citations issued for violation of' traffic laws on the Private Roads shall be apportioned in the manner required by applicable law.

SECTION 7. LIABILITY NOT INCREASED. Neither the existence of this Agreement nor anything contained herein shall give rise to any greater liability on the part of the County or Sheriff than that which the County or Sheriff would ordinarily he subjected to when providing normal police services.

SECTION 8 INDEMNIFICATION.

(A) To the fullest extent permitted by law, the District agrees to be liable for any and all damages, losses, and expenses incurred, by the COUNTY and SHERIFF, caused by the acts and/or omissions of the District, or any of its employees, agents, sub-contractors, representatives, volunteers, or the like. The District agrees to indemnify, defend, and hold the COUNTY and SHERIFF harmless for any and all claims, suits, judgments or damages, losses and expenses, including but not limited to, court costs, expert witnesses, consultation services and attorney's fees, arising from any and all acts and/or omissions of the District, or any of its employees, agents, sub-contractors, representatives, volunteers, or the like, Said indemnification, defense, and hold harmless actions shall not be limited by any insurance amounts required hereunder. The provisions of this Section 8 shall survive the termination of this Agreement.

SECTION 9. ROAD MAINTENANCE. Neither the existence of this Agreement nor anything contained herein shall impose any obligation or duty upon the County to provide maintenance on and/or drainage of the Private Roads, The maintenance, repair, construction, and/or reconstruction of all roads, drainage, and signage within VillaSol shall at all times he solely and exclusively the responsibility of the District and its successors and assigns.

SECTION 10. TERM. The term of this Agreement shall be for one year, commencing on the date on which the last of the parties hereto executes this Agreement. This Agreement shall thereafter automatically continue for successive one year terms unless terminated by any party by thirty (30) days written notice to the other parties. The District's obligations tinder the Sheriffs off-duty program, Section 5(B) hereof and Section 8 hereof shall survive the termination of this Agreement.

SECTION 11. ASSIGNMENT. Neither party may effect an assignment of this Agreement without the prior written consent of the other party.

SECTION 12, ENTIRE AGREEMENT. This Agreement constitutes the entire agreement among the parties pertaining to the subject matter hereof, and supersedes all prior other and contemporaneous agreements, understandings, negotiations, and discussions of the parties, whether oral or written, and there are no warranties,

representations or other agreements between the parties in connection with the subject matter hereof, except as specifically set forth herein.

SECTION 13. NON-WAIVER. The failure of any party to insist upon another party's compliance with its obligations under this Agreement in any one or more instances shall not operate to release such other party from its duties to comply with such obligations in all other instances.

SECTION 14 REMEDIES. The parties hereto shall have all rights and remedies provided hereunder and under Florida law with respect to enforcement of the terms of this Agreement and hereby acknowledge and agree that each party hereto shall have the right and remedy to bring an action or actions for specific performance and other such equitable or injunctive relief as appropriate or necessary to enforce this Agreement.

SECTION 15 NOTICE OF DEFAULT. No party shall be considered in default for failure to perform tinder this Agreement until such party has received written notice specifying the nature of such default or failure to perform and said party fails to cure said default or fails to perform within thirty (30) days of receipt of said written notice.

SECTION 16. NOTICES. All notices, certificates or other communications hereunder shall he sufficiently given, and shall he deemed given when hand delivered or mailed by registered or certified mail, postage prepaid, to the parties at the following addresses:

As to the County:	Osceola County Manager 1 Courthouse Square, Suite 4700 Kissimmee, Florida 34741
Copy to:	Osceola County Attorney 1 Courthouse Square, Suite 4700 Kissimmee, Florida 34741
As to the Sheriff:	Osceola County Sheriff's Office 2601 E. Irlo Bronson Memorial Highway Kissimmee, Florida 34744 Attention: General Counsel
As to the District:	VillaSol Community Development District Gabriel Mena, District Manager 313 Campus Street Celebration, Florida 34747

Any of the above parties may, by notice in writing given to the others, designate any further or different addresses to which subsequent notices, certificates or other communications shall be sent. Any notice shall be deemed given on the date such notice is delivered by hand or facsimile transmission or three days after the date mailed.

SECTION 17. INSURANCE. The District shall maintain the following types of insurance, with the respective minimum limits, and shall provide proof of same to the COUNTY and SHERIFF, in the form of a Certificate of Insurance prior to the start of any work hereunder:

1. GENERAL. LIABILITY: One Million Dollars (S1,000,000,00) each occurrence;
2. GENERAL AGGREGATE: Two Million Dollars ($2,000,000.00);
3. EXCESS COVERAGE: One Million Dollars ($1,000,000.00); and,
4. The District shall name the "Osceola County and Osceola County Board of County Commissioners" and Osceola County Sheriff's Office as an Additional Insured/certificate holder, as it relates to activities conducted pursuant to this contract, on all required insurance policies, and provide the COUNTY and the SHERIFF with proof of same.
5. A statement that the insurer will mail notice to the COUNTY and the SHERIFF at least thirty (30) days prior to any material changes in the provisions or cancellation of the policy.
6. Additional Requirements: All insurance carriers shall have an AM Best Rating of at least A- and a size of at least VII. The General Liability policy shall have a waiver of subrogation in favor of Osceola County and the Sheriff. The liability Policy shall be Primary/Non-Contributory.
7. Receipt of certificates or other documentation of insurance or policies or copies of policies by the COUNTY, or by any of its representatives, which indicates less coverage than is required, does not constitute a waiver of the District's obligation to fulfill the insurance requirements specified herein.

SECTION 18. SEVERABILITY. In the event any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.

SECTION 19. AMENDMENTS. No amendment of any provision of this Agreement shall become effective unless the same is in writing, executed by the County, the Sheriff and the District or its permitted assignee.

SECTION 20. BINDING EFFECT. The obligations and covenants of this Agreement shall bind and benefit the successors, personal representatives, heirs and assigns of the parties hereto.

SECTION 21. EXECUTION IN COUNTERPARTS. This Agreement may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

SECTION 22. APPLICABLE LAW. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida.

SECTION 23. JURISDICTION AND VENUE. The parties to this Agreement expressly consent to the jurisdiction of and agree to suit in any court of general jurisdiction in the State, whether state, local or federal, and further agree that venue shall tie in the County.

SECTION 24. WAIVER OF JURY TRIAL. EACH PARTY WAIVES ITS RIGHT TO A TRIAL BY JURY IN ANY LITIGATION OR OTHER COURT PROCEEDING WITH RESPECT TO ANY MATTER ARISING FROM OR RELATED TO THIS AGREEMENT.

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates indicated below.

VILLASOL COMMUNITY DEVELOPMENT DISTRICT

By:_____

Name:_____

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ___ day of March, 2023, by _____. He is (_) is personally known to me or (_) produced as identification.

_____
NOTARY PUBLIC, State of Florida

_____
Print Name

OSCEOLA COUNTY

BOARD OF COUNTY COMMISSIONERS OF
OSCEOLA COUNTY, FLORIDA

By:_____

Name:_____

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ___ day of March, 2023, by _____. He is (_) is personally known to me or (_) produced as identification.

_____
NOTARY PUBLIC, State of Florida

_____
Print Name

OSCEOLA COUNTY SHERIFF'S OFFICE

By:_____

Name:_____

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ___ day of March, 2023, by _____. He is (_) is personally known to me or (_) produced as identification.

_____
NOTARY PUBLIC, State of Florida

_____
Print Name

EXHIBIT A

EXHIBIT B

EXHIBIT C

Subsection 6E

Amended VillaSol Recreational Policies

VILLASOL
COMMUNITY DEVELOPMENT DISTRICT

GENERAL POLICIES

GOOD NEIGHBOR POLICY

We want everyone who lives in our community to enjoy a carefree lifestyle. That can only happen if we actually care about and respect each other.

These rules are intended to benefit everyone by establishing an acceptable standard that maximizes everyone's enjoyment while minimizing anyone's restrictions. It is important that we all show respect for each other by maintaining an appropriate level of decorum in dress and behavior as described herein.

FACILITY HOURS

VillaSol's recreational facilities are generally open 365 days a year at the times set forth below. However, there may be occasions or circumstances when the facilities need to be closed for regular maintenance or repairs, or to otherwise ensure everyone's safety. Please check the schedule posted at www.villasolcdd.org for more detailed information.

RECREATION CENTER:

► Open daily from 6:00 am. to 9:00 p.m.

POOL and PLAYGROUND:

► Open daily from dawn to dusk.

DEFINITIONS

Access Card: That certain card issued and administered by the District that provides access to the District's amenities and recreational facilities.

Board: VillaSol Community Development District's Board of Supervisors

Childcare Provider: Any person who is not a parent or guardian that has been lawfully entrusted with the care of a Resident under the age of 18 years.

District: VillaSol Community Development District. May also be referred to as VillaSol or CDD and includes all of the territory within the District.

Guests: Any User who is not a Homeowner or Resident and who accompanies a Homeowner or Resident at any of the District's amenities or recreational facilities.
Homeowner: The owner or lessee (renter) of any residential property located within the District, including all persons lawfully residing in such residential property.

Horseplay and rough housing: Boistrous, rough, noisy behavior, usually involving people pushing and/or hitting each other as a joke.

Pool Deck Area: All of the outdoor area surrounding the Pool and within the fence.

Pool: The structure within the Pool Deck Area that contains water for and all walls, ladders, rails, lane markers, or other amenities attached thereto.

Resident: See Homeowner.

Rules: These General Policies.

Service Animal: A dog or other animal trained to do work or perform tasks for an individual with a disability, including physical, sensory, psychiatric, intellectual, or other mental disability, that is at all times kept under the control of its handler by leash or harness, unless doing so interferes with the animal's ability to perform the work or tasks it was trained to perform, or if the individual's disability prevents him or her from so controlling the animal. Service animals that are out of control, not housebroken, or that pose a direct threat to the health or safety of others will be removed.

User: Any person entering or remaining upon the District's amenities or recreational facilities.

POOL POLICIES

GENERAL RULES

State or local municipality has rules governing public pool use. For the safety of our residents and Management's desire to comply with governing regulations, VillaSol will enforce whichever rule is more restrictive.

LOST ACCESS CARDS: Replacement cards are available for a fee of $20 each. There is a limit of two Access Cards per Homeowner.

For their safety, all Users under the age of eighteen (18) must be accompanied in the recreation facilities by an adult Resident of Childcare Provider over the age of eighteen (18).

Guests must be accompanied by an adult Resident over eighteen (18) years of age. In the event the Pool Deck Area reaches maximum capacity, Guests may be asked to leave so all

Residents may enjoy the use of the facility. Residents are responsible for the conduct of their Guests. Childcare Providers must provide a notarized written statement from the child's or children's parent(s) or guardian(s) authorizing custodial rights. The Childcare Provider must bring proof of proper identification and a list of an emergency contacts and the authorize pool privilege.

GENERAL POLICIES FOR POOL AND POOL DECK AREA

All Residents and Guests will use the pool facilities at their own risk and will comply with the written and posted rules and regulations of the pool. All rules and regulations will be strictly enforced at all times.

- No Resident may enter or remain in the Pool Deck Area without his/her Access Card, which must be in his/her possession at all times during use.
- No Guest may enter the Pool Deck Area unless accompanied by a Resident who is in possession of his/her Access Card.
- Only two (2) Guests per Resident are allowed in the Pool or Pool Deck Area at any time.
- All Users must shower before entering the Pool.
- Users will swim at their own risk as there is **NO LIFEGUARD ON DUTY**.
- NO DIVING, RUNNING or HORSEPLAY is allowed in the Pool/Pool Deck Area.
- Furniture on Pool Deck Area must be covered with a towel before and during use by any person.
- Individual inflatable toys, floats and mattresses may be used. Oversized and multi-person inflatable toys, floats and mattresses are not allowed. Additionally, “Boogie Boards,” kick boards, and other similar objects are not allowed in the Pool. VillaSol reserves the right to prohibit the use of any inflatable or other toy, float, mattress, or other item during peak occupancy, during scheduled Pool activities, or if the toy, float, mattress, or item creates any safety concern or becomes a nuisance.
- No glass or other breakable objects are allowed in the Pool/Pool Deck Area.
- No chewing gum is permitted in the Pool/Pool Deck Area.
- Swimmers are required to wear footwear and a cover-up over their bathing suits when in the recreation center.
- Swimmers must dry off before entering the recreation center.

- Proper swim attire must be worn in the pool and at the recreation center and on the pool deck area. Thong or t-back bathing suits are not considered proper swimming attire. FOR PROPER POOL MAINTENANCE, NO CUT-OFFS OR STREET CLOTHES ARE TO BE WORN IN THE POOL!

- Please be considerate to neighbors by monitoring the noise level in and around the pool area. Running, horseplay, and obscene language will not be tolerated. Residents and/or Guests will be asked to leave the pool area immediately upon violating this policy.

- Playing with emergency equipment (life ring, hook, etc.) is not allowed. Residents found tampering with these items will be subject to fines and/or termination of pool privileges. Residents are responsible for the conduct of their Guests.

- For safety reasons, no electrical cords can be used in the Pool Deck Area.

- No alcoholic beverages are permitted in or around the Pool/Pool Deck Area.

- All food must be kept in designated areas.

- No masks, fins, or snorkels are allowed in the Pool.

- No one shall pollute the Pool. Anyone who does so is liable for any costs incurred in treating or correcting the problem.

- Infants and toddlers must wear swim diapers. Regular disposable and cloth diapers are not permitted in the Pool. For the comfort of others, changing of diapers, clothes, etc., is not allowed in the Pool Deck Area. Please use the restroom facilities. Breast feeding is permitted in accordance with Florida Law.

- Pool entrances must be kept clear at all times.

- Smoking (including e-cigarettes) is not permitted at any time in the Pool/Pool Deck Area.

- No animals other than Service Animals are allowed in the on the Pool Deck Area. No animals are allowed in the Pool.

- No roller blades, skateboards, or bicycles are permitted in the Pool Deck Area.

- No swinging on the ladders or railings is allowed.

- Snapping of towels is not permitted.

- VillaSol-owned pool furniture may not be removed from the Pool Deck Area.

- Loud and abusive language is not allowed.

- VillaSol prides itself on the attractive appearance of our Pool Deck Area. Please make use of the garbage cans.

- Any person swimming when the facility is closed may be suspended from using the facility.
- Radios, tape players, CD players, MP3 players, televisions, and the like are not permitted in the Pool Deck Area unless they are personal devices equipped with headphones. The use of headphones with all types of music players is required.

- No electronic equipment of any kind is permitted in the Pool.

- Radio-controlled toys, drones, or other devices are not allowed in the Pool/Pool Deck Area

- There is no trespassing in the Pool or Pool Deck Area after dusk.

- Board reserves the right to amend, modify, or delete, in part or in their entirety, these Rules whenever deemed necessary or appropriate, at a duly-noticed Board meeting. All such amendment(s), modification(s) and/or deletion(s) will be posted on the District's website at www.villasolcdd.org. All Residents are responsible for being familiar with the Rules as amended or modified from time to time.

VILLASOL CDD MANAGEMENT ASSUMES NO RESPONSIBILITY FOR ACCIDENTS AND/OR INJURIES ASSOCIATED WITH ACTIVITIES RELATED TO POOL USE.

THUNDERSTORM POLICY

If lightning is sighted, regardless of location, the pool will be closed for 30 minutes. At that time, if no other lightning is seen, the pool will re-open. In case of a thunderstorm (with thunder only) in the immediate area, the pool will be closed for 15 minutes. If no thunder is heard during this period, the pool will be reopened. A duly designated representative of the District shall make all determinations with regard to this thunderstorm policy.

FECES POLICY

If contamination occurs, the pool will be closed for a minimum of 12 hours up to a maximum of 24 hours, and the water will be shocked with chlorine to kill the bacteria. Parents should take their children to the bathroom before entering the pool. If a child is not completely

toilet trained, he/she must wear a swim diaper at all times in the pool area. A duly designated representative of the District shall make all determinations with regard to this feces policy.

HEAVY RAIN POLICY

If at any time it rains so hard that swimmers cannot see the bottom of the pool, the pool will be closed. A duly designated representative of the District shall make all determinations with regard to this heavy rain policy.

RECREATION CENTER POLICIES

GENERAL POLICIES FOR FITNESS ROOM

The fitness room is unattended. All Users will use the fitness room at their own risk and will comply with the written and posted Rules, which will be strictly enforced at all times. All Users are urged to contact a physician before starting an exercise workout routine.

- No Resident may enter the fitness room without his Access Card. Guests must be accompanied by an adult Resident over eighteen (18) years of age in possession of his/her Access Card.
- Only one Guest per Resident is allowed in the fitness room at any time.
- Youths thirteen (13) to seventeen (17) years old may use the fitness room when accompanied by an adult Resident over eighteen (18) years of age.
- Children under the age of thirteen (13) are not permitted to use the fitness room under any circumstances.
- No skateboards, skates, or other wheeled toys are permitted in the fitness center.
- No Horseplay is allowed in the fitness room. Users acting in such a manner will be asked to immediately leave the area.
- Radios, tape players, CD players, MP3 players, televisions, and the like are not permitted in the fitness room unless they are personal devices equipped with headphones. The use of headphones with all types of music players is required.
- No loitering is permitted in the fitness room. Anyone loitering in the fitness area will be asked to immediately leave the area.
- No animals other than Service Animals are allowed in the fitness room.

- There is to be no misuse of equipment or furnishings in the fitness center. Persons damaging any District facilities will be held financially responsible for the costs of repairs and may lose access privileges to the fitness facilities.

- Each User is responsible for wiping off the equipment after use.

- Appropriate clothing and footwear (covering the entire foot) must be worn by all Users at all times in the fitness room. Appropriate clothing includes t-shirts (no tank tops), shorts (no jeans or jean shorts), leotards (or other attire specifically designed for working out), and/or sweat suits (no swim suits).

- In the event of an emergency, dial 911.

GENERAL POLICIES FOR RECREATION CENTER

The recreation center hours of operation (6:00 a.m. to 9:00 p.m.) will be posted at the entrance of the clubhouse. The hours of operation will be subject to change for special scheduled events and holidays and may be adjusted seasonally as determined by management and the advisory committee.

- All Residents and Guests will use the recreation facilities at their own risk and will comply with the written and posted rules and regulations of the recreation center. All rules and regulations will be strictly enforced at all times.

- Young adults ages seventeen (17) and younger may not use the recreation center without adult supervision.

- Guests must be accompanied by an adult Resident over eighteen (18) years of age.

- Unless otherwise arranged and authorized in advance, only two (2) Guests per Resident are allowed in the recreation center at any time.

- Cars, motorcycles, golf carts, mopeds, bicycles, etc., must be parked in the designated parking areas at the recreation center and are not allowed inside the recreation center areas or at the entrance of the building.

- No skateboards, skates, or other wheeled toys are permitted in the recreation center or at the building entrance.

- No Horseplay is allowed.

- Unless other arrangements have been made in advance for an authorized group event, radios, tape players, CD players, MP3 players, televisions, and the like are not permitted in the recreation center unless they are personal devices equipped with headphones. Unless other arrangements have been made in advance for an authorized group event, the use of headphones with all types of music players is required.

- No loitering is permitted in the recreation center or on the parking lot, or playground facilities.

- No animals other than Service Animals are allowed in the fitness room.

There is absolutely **no smoking** in the recreational facilities or on the playground. A designated area will be setup for this purpose.

NOTICE

THE VILLASOL COMMUNITY IS PROTECTED BY VIDEO CAMERAS IN ALL AREAS. RESIDENTS AND GUESTS MUST ABIDE BY THE COMMUNITY RULES AND BY THE POLICIES STATED HEREIN AND SHALL MAINTAIN THE APPROPRIATE LEVEL OF DECORUM OR, IF YOU ARE ABUSIVE TO OTHER PATRONS, YOU WILL BE ASKED TO LEAVE THE PREMISES OR BE REMOVED BY THE APPROPRIATE MEANS. THIS VIDEO WILL BE USED IN ORDER TO PROSECUTE ANY PERSON THAT VIOLATES THESE RULES. IF THE BEHAVIOR CONTINUES BY THE RESIDENT, THIS WILL RESULT IN ACTION TAKEN BY THE BOARD OF SUPERVISORS OF THE CDD, INCLUDING BUT NOT LIMITED TO, A SUSPENSION OR TERMINATION OF THE RESIDENT'S PRIVILEGES TO THE RECREATION FACILITIES. NOTICE OF THE CDD BOARD'S INTENTION TO CONSIDER SUCH ACTION DURING A PUBLIC MEETING SHALL BE PROVIDED TO THE RESIDENT AGAINST WHOM SUCH ACTION WILL BE CONSIDERED.

IN AN ATTEMPT TO PRESERVE OUR RESIDENTS' PRIVACY, WE DO NOT PERMIT SOLICITATIONS OF ANY KIND IN THE COMMUNITY CENTER.

GUEST POLICIES

GUESTS

All guests must be accompanied by a Resident over the age of eighteen (18) when using the recreation facilities.

Guests must strictly adhere to all rules and regulation of the VillaSol recreation center. Any violation of these rules will result in the revocation of the guest's privileges.

VillaSol residents remain fully responsible for the behavior of their guests. Any damages and/or loss of equipment will be the responsibility of the resident.

FEES:

Annual non-resident user fee:	$ 1,375.00
Access to all Recreation Center Amenities.	

The annual non-residential user fee will be reviewed and annually adjusted, if necessary.

DAMAGE TO PROPERTY OR PERSONAL INJURY

Each Resident and each Guest, as a condition of use of, or access or invitation to, the District's recreational facilities, assumes sole responsibility for his or her property. The District and its

contractors shall not be responsible for the loss or damage to any private property used or stored on the premises of the District's recreational facilities.

No person shall remove from the room in which it is found or from the District's recreational facilities premises any property or furniture belonging to the District or its contractors without proper authorization. Recreational facilities Users shall be liable for any property damage and/or personal injury at the District's recreational facilities, or at any activity or function operated, organized, or arranged or sponsored by the District or its contractors, caused by any Resident or any Guest. The District reserves the right to pursue any and all legal and equitable measures necessary to remedy any losses due to property damage or personal injury.

Any Resident or Guest who, in any manner, makes use of or accepts the use of any apparatus, appliance, facility, privilege or service whatsoever owned, leased, or operated by the District or its contractors, or who engages in any contest, game function, exercise, competition, or other activity operated, organized, arranged, or sponsored by the District, either on or off the District's recreational facilities premises, shall do so at his or her own risk, and shall hold the District, its Board, of Supervisors, its employees, its representatives, its contractors, and its agents, harmless for any and all loss, cost, claim, injury, damages, or liability sustained or incurred by him or her, resulting therefrom and/or from any act or omission of the District, or its respective operators, Supervisors, employees, representatives, contractors, and agents hereunder in respect to any loss, cost, claim, injury, damage, or liability sustained or incurred by any Guest or Resident, or any family member of such Guest or Resident.

Should any party bound by these Rules bring suit against the District, its Board of Supervisors, staff, agents, employees, representatives, or contractors, in connection with any event operated, organized, arranged, or sponsored by the District or any other claim or matter in connections with any event operated, organized, arranged, or sponsored, by the District, and fail to obtain judgment therein against the District, its Board of Supervisors, staff, agents, employees, representatives, or contractors, said party shall be liable to the District for all costs and expenses incurred by the District in the defense of such suit (including court costs and attorneys' fees through all appellate proceedings)."y the Board at its meeting adopting the annual fiscal year budget.

SUSPENSION AND TERMINATION OF PRIVILEGES

Privileges at the District's recreational facilities be subject to suspension and/or termination in the sole discretion of the District's Board of Supervisors if a Resident or Guest:

- submits false information on the application for an Access Card.
- permits unauthorized use of an Access Card.
- exhibits unsatisfactory behavior, deportment or appearance.
- fails to abide by these Rules established for the use of the District's recreational facilities.

- treats any recreational facility staff in a disrespectful or abusive manner.

- engages in conduct that is improper or likely to endanger the welfare, safety or reputation of any recreational facility staff member.

- is arrested while on any recreational facilities premises."

Recreational facilities staff may at any time remove and Resident or Guest from the District's recreational facilities when such action is deemed necessary to protect the health, safety and welfare of any other Resident(s) or Guest(s), or to protect the District's recreational facilities from damage.

Notwithstanding the foregoing, anytime a Resident or Guest is arrested for an act committed, or allegedly committed, while on the District's recreational facilities premises, such Resident or Guest shall have all recreational facilities privileges immediately suspended until the next meeting of the District's Board of Supervisors. At that meeting, the Board will be presented with the facts surrounding the arrest and the Board may make a recommendation of termination of the arrested person's privileges.

Any Resident or Guest whose privileges have been terminated is entitled to appeal such termination to the District's Board of Supervisors, whose determination shall be final.

COMMUNITY ROOM USE FOR PRIVATE FUNCTIONS

Only District residents or paid users may use the community room for private events.

Current pool regulations and recreation center policies apply in all circumstances.

An exclusive area will be designated for the function.

The following steps must be completed by the VillaSol resident two weeks prior of using the Community Room for any event

- Call the District office to confirm availability of the date and time for the event.
- Complete and sign a VillaSol reservation form.
- Provide a copy of the deed of the property at the VillaSol community.
- Provide a copy of the applicant's driver's license.
- Bring two separate checks one check for the deposit and the other check is the fee for the room. The checks should be payable to: VillaSol CDD.

Note: Cash or credit cards are not accepted.

No glass containers are allowed in the pool or on the pool deck area. All eating is confined to the community room. Drinks in plastic bottles and aluminum cans are permitted on the pool deck; residents are expected to cleanup after themselves and make use of the trash cans.

Alcoholic beverages are not permitted unless approved by the Board of Supervisors of the District.

A deposit of $300 will be required at least 14 days in advance of the event. Provided there are no damages or cleanup costs after the event, the deposit is fully refundable unless the event is canceled with less than 24 hours' notice. The deposit is fully refundable if the event is canceled due to inclement weather.

A cleanup fee will be taken out of the deposit if the room is not returned to its original condition.

FEES:

RECREATION CENTER

DEPOSIT: **$300.00**
Per event *(refundable if no repairs or cleanup is required after the event)*

USER FEES: $ **25.00**
Per hour, minimum of four hours *(non-refundable)*

SECURITY:
In addition to User Fees, users of the Recreation Center may elect to hire security for the duration of the event, utilizing off-duty officers or other private security arranged by and at the discretion of the District. The cost of security must be paid by the users in advance.

NO MORE GUESTS ARE PERMITTED AT A TIME IN THE COMMUNITY ROOM OR POOL AREA THAN ARE LEGALLY PERMITTED UNDER APPLICABLE OCCUPANCY LIMITATIONS ESTABLISHED BY THE FIRE MARSHAL.

TENNIS COURTS / BASKETBALL COURT & POOL CHAIRS

- These facilities are available on a first-come, first-serve basis.
- No reservations are taken for these facilities.
- Use is limited to two hours if others are waiting to use the facilities.

THESE FEES DO NOT APPLY TO RESIDENTS FALLING WITHIN THE RULES OF FOUR GUESTS PER FAMILY UNIT.

THESE FEES ARE DESIGNED FOR RESIDENTS DESIRING TO BRING IN LARGER GROUPS TO USE THE DISTRICT FACILITIES.

IMPORTANT PHONE NUMBERS

EMERGENCY 911

Kissimmee Police (non-emergency) 407-846-3333

Kissimmee Fire Department (non-emergency).....407-847-7111

Osceola County Sheriff's Office (non-emergency).....407-348-2222

Osceola County Fire Rescue (non-emergency).....407-932-5338

Florida Poison Information Center 1-800-282-3171

VillaSol CDD (District Manager, *Inframark)*.....407-566-1935

Fax number.....407-566-2064

VillaSol HOA (Property Manager, *Titan HOA Management)*.....407-705-2190

VillaSol Recreation Center.....407-348-5284

Security Guardhouse 407-344-9306

VillaSol Clubhouse
3050 Puerta del Sol
Kissimmee, FL 34744

NOTE: ***These policies and rules are subject to change on a periodic basis.***

Subsection 6F

Clark & Albaugh, LLP Resignation

CLARK & ALBAUGH, LLP

SCOTT D. CLARK, ESQ.

March 7, 2023

Villasol Community Development District
313 Campus Street
Celebration, Florida 34747

Board of Supervisors:

After 20 years as District Counsel for the Villasol Community Development District, I have decided to step down from that position. This decision will become effective at the close of the Board's March 14, 2023 meeting. I will continue to provide transitional services to the District for matters that require legal input until the Board retains new counsel. However, those transitional services will not extend past 5:00 p.m. on May 9, 2023.

I wish the Board and the community the best as you move forward.

Sincerely,

Scott D. Clark

cc: District Manager

1800 Town Plaza Court
Winter Springs, Florida 32708

Phone: (407) 647-7600
www.winterparklawyers.com

Section 7

District Manager's Report

Subsection 7A

Minutes

MINUTES OF MEETING
VILLASOL COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the VillaSol Community Development District was held Tuesday, January 10, 2023, at 5:00 p.m. at VillaSol Clubhouse, 3050 Puerta Del Sol Boulevard, Kissimmee, FL 34744.

Present and constituting a quorum were:

Servando Comas	Chairman
Mario Cordova	Vice Chairman
Corey Gagnon	Assistant Secretary
Michael Edgecombe	Assistant Secretary
Herman Perez	Assistant Secretary

Also participating were:

Gabriel Mena	District Manager
Angel Montagna	Regional Manager
Scott Clark	District Counsel
Peter Armans	District Engineer
Freddy Blanco	Field Manager

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

Mr. Comas called the meeting to order at 1:00 p.m.

Mr. Comas called the roll and indicated a quorum was present for the meeting.

Mr. Mena stated he administered the oath to the new Board members prior to the meeting. He stated that they would have to elect if they are wanting payment. Mr. Perez and Mr. Comas elected to receive payment. Mr. Gagnon elected not to receive payment.

SECOND ORDER OF BUSINESS **Pledge of Allegiance**

The *Pledge of Allegiance* was recited.

THIRD ORDER OF BUSINESS **Audience Comments on Agenda Items**

Mr. Werksman at 3152 Via Palma Lane wished the Board good luck in the new year.

Mr. Gosdin at 3131 Via Ruchuelo Lane also wished the Board good luck and offered to help, being a former Supervisor.

Ms. Batiz at 3150 Via Palma Lane raised concerns with a gate.

Mr. Balfour raised concerns with residents not walking their dogs on leashes is a safety issue. He stated he would like to know who damaged the gate. A discussion ensued regarding the sprinklers.

Mr. Balfour stated that someone was allowed to get through the gate security after he told them not to let them in.

FOURTH ORDER OF BUSINESS Business Matters

A. Off-Duty Officer's Rate Increase

Discussion ensued regarding the rates for an off-duty officer. Mr. Mena stated that the rates are rising.

Discussion ensued regarding adding additional items to the agenda.

Discussion ensued regarding Inframark's contract and expiration date. It was stated that the Board could place a proposal on the agenda for August to put a bid out for a new management company. It was stated it would have to be by August to request a bid. It was stated that Inframark will not be renewing the contract with VillaSol as of September 30, 2023. Ms. Montagna stated that Inframark will complete the term of the contract unless the Board states otherwise.

Discussion ensued regarding all records and documents being transitioned.

Discussion ensued regarding the Board terminating the contract prior to September 30. Ms. Montagna stated that the Board would have to pay a fee for early termination. Mr. Clark advised the Board that it would not be a good idea to terminate early during the budget cycle.

> On MOTION by Mr. Cordova, seconded by Mr. Perez, with all in favor except Mr. Comas, approval was given to accept Inframark's letter of non-renewal.

Ms. Montagna read to the Board Inframark's letter of non-renewal.

FIFTH ORDER OF BUSINESS District Engineer

A. Discussion of Geotechnical Engineering Report

Mr. Armans provided to the Board the geotechnical engineering report provided by Terracon and a summary report. The summary report included outstanding projects.

Discussion ensued regarding CCTV work, and the proposed schedule of events moving forward. Some options include localized repairs versus full scale repairs covering large areas.

Discussion ensued regarding the Terracon report. Mr. Armans stated that this project is ongoing and estimated a cost of $634,719.33. He recommended doing the seal coating to keep it from deteriorating and plan larger expenses later. He stated that potholes could be an issue. Mr. Mena stated that this discussion was prompted by lowering assessments.

Discussion ensued regarding the scope of work and hiring contractors. Mr. Armans stated that it should be appealing to contractors.

Discussion ensued regarding the District's funds and reserves.

Discussion ensued regarding Sangria Street. Mr. Perez asked if once the road is sealed can the District take over responsibility from the HOA.

Discussion ensued regarding sealing the roads every 3-5 years.

Discussion ensued regarding pipe repairs.

Discussion ensued regarding pond bank erosion project. It was stated that the project would cost $45 to $55 per foot. It was questioned how many feet for the total repair. Zone 1 has about 30% left to complete work which includes Florencia Drive and Via Preciosa. Zone 2 has been completed. Mr. Armans stated that Zone 3 is not contracted and will require re-bidding.

SIXTH ORDER OF BUSINESS District Counsel

A. Discussion of Spectrum Services

Mr. Clark introduced himself to the new Board members and stated he has represented VillaSol for many years and has a lot of experience. He advised he works under contract and at the Board's pleasure.

Discussion ensued regarding Chapter 112, Florida Statutes, code of ethics, public records, and Sunshine law.

Discussion ensued regarding Spectrum Services. A discussion ensued regarding the Spectrum contract. It was stated that there is a concern with the quality of the internet service. Mr. Clark stated that there might be an issue with the internet service that is impacting the gate and door access system. Mr. Comas also stated his concerns which include the card system at the guard house. Mr. Perez suggested we contact Spectrum directly.

Mr. Comas stated a Spectrum agent was at his home and advised him the system is old and obsolete and that is why there are issues with the gate and card systems.

Discussion ensued regarding access to the clubhouse, public access, and the rules. A question was asked if there is a rule or policy for charging the HOA for facility use. Mr. Clark suggested to have a policy in place.

Mr. Perez questioned what the worst-case scenario is for denying public access. Mr. Clark advised the District can lose tax-exempt qualification and will have to pay interest on the tax-exempt bonds. Mr. Cordova asked about the most restrictive way to prevent access.

SEVENTH ORDER OF BUSINESS Administrative Matters

A. Resolution 2023-01, Assigning Officers of the District

Mr. Mena read resolution 2023-01 into the record by title.

Discussion ensued regarding electing a new Chairman and Vice Chairman.

> On MOTION by Mr. Comas, seconded by Mr. Edgecombe, with Mr. Comas and Mr. Edgecombe in favor and Mr. Gagnon, Mr. Perez, and Mr. Cordova opposed, motion appointing Mr. Comas as Chairman failed.

> On MOTION by Mr. Comas, seconded by Mr. Edgecombe, with Mr. Comas and Mr. Edgecombe in favor and Mr. Gagnon, Mr. Perez, and Mr. Cordova opposed, motion appointing Mr. Edgecombe as Chairman failed.

> On MOTION by Mr. Cordova, seconded by Mr. Gagnon, with all in favor except Mr. Comas and Mr. Edgecombe, approval was given to appoint Mr. Perez as Chairman.

> On MOTION by Mr. Perez, seconded by Mr. Gagnon, with all in favor, except Mr. Comas and Mr. Edgecombe, approval was given to appoint Mr. Cordova as Vice Chairman.

> On MOTION by Mr. Cordova seconded by Mr. Gagnon, with all in favor, unanimous approval was given to adopt Resolution 2023-01, designating Mr. Perez as Chairman, Mr. Cordova as Vice Chairman, Mr. Mena as Secretary, Mr. Bloom as Treasurer, and Mr. Comas, Mr. Edgecombe , and Mr. Gagnon as Assistant Secretaries.

Discussion ensued regarding the Secretary and Treasurer positions, which are typically held by management staff members.

NOTE: ONCE THE BOARD MEMBERS ARE APPOINTED, THEN THE FIRST PAGE REFLECTS THIS MOTION, NOT WHAT THE POSITIONS WERE BEFORE.

EIGHTH ORDER OF BUSINESS District Manager's Report

A. Approval of November 1, 2022, Meeting Minutes

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

Discussion ensued regarding the minutes. It was stated that line 20 Ms. Alexander was not present and needs to be removed and correct who called the meeting to order.

On MOTION by Mr. Comas, seconded by Mr. Perez, with all in favor, unanimous approval was given to accept the November 1, 2022, minutes as amended.

Discussion ensued regarding Mr. Edgecombe does not participate enough to warrant the entitled payment and wants to see him removed from the Board. Mr. Clark advised there is no recourse for leaving meetings early and that Florida Statute does not have any stipulations for what is required for a Supervisor to receive payment.

B. Acceptance of Financial Statements of November 2022

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

Discussion ensued regarding Waste Management dump fee.

On MOTION by Mr. Cordova, seconded by Mr. Gagnon, with all in favor, unanimous approval was given to accept the financial statements.

C. Approval of Check Register of October 2022 and November 2022

The check register is contained in the agenda package and available for public review in the local records office or the District Office during normal business hours.

On MOTION by Mr. Cordova, seconded by Mr. Gagnon, with all in favor, unanimous approval was given to accept the check register.

Discussion ensued regarding Ramco. Mr. Mena provided an update. Mr. Cordova suggested to remove Envera systems, and to use the internal system. A discussion ensued regarding trespass agreement with Osceola County Sheriff's Department. Mr. Cordova is concerned with the younger kids hanging around in the neighborhood late at night when facilities are closed.

Discussion ensued regarding a trespass agreement. Ms. Montagna stated that Mr. Clark can draft a trespass agreement. The Board will need to appoint someone to handle these matters if someone does need to be trespassed.

Discussion ensued regarding non-residents using the District amenities. Ms. Montagna stated that a policy is highly recommended but not required.

Discussion ensued regarding updating signage to the current rules. It was stated to have Supervisor names removed from signage.

On MOTION by Mr. Cordova, seconded by Mr. Gagnon, with all in favor, unanimous approval was given to direct staff to obtain pricing and proof for updating pool signage.

Discussion ensued regarding Magnosec proposal for additional security.

NINTH ORDER OF BUSINESS Field Operations

A. Field Report

Discussion ensued regarding the field report.

Discussion ensued regarding gopher tortoises. Mr. Blanco stated they are a protected species. It was stated that the tortoises can be removed but there is a process.

Discussion ensued regarding the overabundance of hogs. It was stated to repair the damage from the hogs, new sod would need to be put down.

i. Bladerunners

Discussion ensued regarding Bladerunners report. It was stated there are no irrigation issues, and pest control and trimming have been done.

Discussion ensued regarding genie lift being towed, and the towing process. Mr. Clark stated that towing operates through a contract with the towing company. He suggested that the Board should review the policy and designate a Supervisor to be point of contact between the District and the towing company. It was suggested to create a formal permission request form for towing. Ms. Montagna stated if the Board would like to create a policy and procedure for towing so that Inframark can enforce.

Discussion ensued regarding ceasing towing until the process has been put in place. Mr. Clark stated that a moratorium can be implemented. Mr. Cordova asked if we could do a visible parking permit. He suggested to cease towing until we have a process in effect and stated that the towing company should make the decision of towing a vehicle based on the rules they are given.

Mr. Cordova apologized for the towing of Bladerunners genie lift and stated that the District take responsibility for the towing and return in working condition.

On MOTION by Mr. Cordova, seconded by Mr. Perez, with all in favor except Mr. Comas, approval was given to cease towing until further action by the Board.

Discussion ensued regarding Bladerunners proposals #359, #360 and #361. A discussion ensued regarding a budget for landscaping. Ms. Montagna stated there is a budget in the amount of $10,000 for other landscaping.

Discussion ensued regarding the HOA and presenting a proposal. Mr. Clark stated the proposal will need to be specific.

> On MOTION by Mr. Gagnon, seconded by Mr. Perez, with all in favor, unanimous approval was given to approve Bladerunners proposals #359 and #360 for a total cost of $2,950.

> On MOTION by Mr. Cordova, seconded by Mr. Gagnon, with all in favor except Mr. Comas, approval was given to spend not to exceed $2,500 for Riachuelo Lane tree, subject to ownership.

B. Proposals
C. Exercise Systems Gym Equipment Proposals
- **i. #0048997, Omega 2.0 Multi-Gym**
- **ii. #0048962, Omega 2.5 Multi-Gym, With Leg Press**
- **iii. #0048976, True Multi-Gym, With Leg Press**
- **iv. #0048983, True Multi-Gym, Four Station**
- **v. #0048968, Fusion 3 Personal Gym**

TENTH ORDER OF BUSINESS Requests and Comments

Mr. Cordova stated his biggest issue is maintenance.

Discussion ensued regarding the guardhouse and cleaning it up.

> On MOTION by Mr. Gagnon, seconded by Mr. Cordova, with all in favor, unanimous approval was given to delegate authority to the Chair to work with staff to clean up the guardhouse.

Discussion ensued regarding times and changing dates for meetings. It was stated that there will be an extra charge and will have to be readvertised.

ELEVENTH ORDER OF BUSINESS Adjournment

> Meeting adjourned at 8:36 p.m.

_____ _____

Gabriel Mena, Secretary Herman Perez, Chairman

Subsection 7B

Financials

INFRAMARK
INFRASTRUCTURE MANAGEMENT SERVICES

MEMORANDUM

TO: **Board of Supervisors, VillaSol CDD**

FROM: **Fernand Thomas, District Accountant**

CC: **Gabe Mena, District Manager, Helena Randel, Accounting Supervisor**

DATE: **February 24, 2023**

SUBJECT: **January Financial Report**

Attached, please find the January Financial Report. During your review, please keep in mind that the goal is for expenditures to be at or below the 100% of adopted budget of the fiscal year. To assist with your review, an overview of each of the District's Funds is provided below. If you have any questions or require additional information, please contact me at Fernand.Thomas@inframark.com.

General Funds:

- Total revenues are at 86.49% of the annual budget.
- Non-Ad Valorem Assessments are at 86.64% collected of the tax roll.
- For the current month, expenditures are at 43.76% of the annual budget.

Debt Service Funds:

Series 2018 A1-A2

- Total revenues are at 86.62% of the year-to-date budget.
- Non-Ad Valorem Assessments are 86.64% collected of the tax roll.
- 50% of the interest was paid on November 1st.

VillaSol
Community Development District

Financial Report

January 31, 2023

Prepared by

INFRAMARK
INFRASTRUCTURE MANAGEMENT SERVICES

VILLASOL
Community Development District

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VillaSol
Community Development District

Financial Statements

(Unaudited)

January 31, 2023

Balance Sheet
January 31, 2023

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2018 A1 & A2 DEBT SERVICE FUND	TOTAL
ASSETS			
Cash - Checking Account	$ 724,350	$ -	$ 724,350
Accounts Receivable	26,936	-	26,936
Due From Other Funds	-	5,509	5,509
Investments:			
Money Market Account	202,846	-	202,846
Prepayment Fund (A-1)	-	5,000	5,000
Reserve Fund (A-2)	-	17,938	17,938
Reserve Fund A	-	87,273	87,273
Revenue Fund	-	267,871	267,871
Deposits	4,075	-	4,075
TOTAL ASSETS	**$ 958,207**	**$ 383,591**	**$ 1,341,798**
LIABILITIES			
Accounts Payable	$ 25,968	$ -	$ 25,968
Due To Other Funds	5,509	-	5,509
TOTAL LIABILITIES	**31,477**	**-**	**31,477**

Balance Sheet
January 31, 2023

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2018 A1 & A2 DEBT SERVICE FUND	TOTAL
FUND BALANCES			
Nonspendable:			
Deposits	4,075	-	4,075
Restricted for:			
Debt Service	-	383,591	383,591
Assigned to:			
Operating Reserves	179,895	-	179,895
Unassigned:	742,760	-	742,760
TOTAL FUND BALANCES	**$ 926,730**	**$ 383,591**	**$ 1,310,321**
TOTAL LIABILITIES & FUND BALANCES	**$ 958,207**	**$ 383,591**	**$ 1,341,798**

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A %OF ADOPTED BUD	JAN-23 ACTUAL
REVENUES				
Interest - Investments	$ 2,500	$ 2,134	85.36%	$ 509
Room Rentals	2,000	2,418	120.90%	965
Interest - Tax Collector	-	488	0.00%	488
Special Assmnts- Tax Collector	813,093	704,458	86.64%	21,251
Special Assmnts- Discounts	(32,524)	(28,020)	86.15%	(624)
Other Miscellaneous Revenues	-	200	0.00%	-
Access Cards	4,000	778	19.45%	124
TOTAL REVENUES	**789,069**	**682,456**	**86.49%**	**22,713**
EXPENDITURES				
Administration				
P/R-Board of Supervisors	8,000	1,800	22.50%	800
FICA Taxes	612	138	22.55%	61
ProfServ-Arbitrage Rebate	600	-	0.00%	-
ProfServ-Dissemination Agent	1,000	-	0.00%	-
ProfServ-Engineering	27,200	12,705	46.71%	2,478
ProfServ-Legal Services	25,000	11,572	46.29%	5,031
ProfServ-Mgmt Consulting	48,410	16,137	33.33%	4,034
ProfServ-Property Appraiser	400	-	0.00%	-
ProfServ-Special Assessment	5,150	5,150	100.00%	-
ProfServ-Trustee Fees	6,410	2,671	41.67%	-
Auditing Services	6,250	-	0.00%	-
Communication - Telephone	3,600	1,658	46.06%	428
Postage and Freight	1,600	162	10.13%	39
Insurance - General Liability	22,337	16,069	71.94%	-
Printing and Binding	4,000	11	0.28%	-
Legal Advertising	1,000	71	7.10%	-
Miscellaneous Services	1,000	782	78.20%	89
Misc-Assessment Collection Cost	16,262	13,529	83.19%	(71)
Misc-Web Hosting	2,150	1,329	61.81%	925
Office Supplies	400	-	0.00%	-
Annual District Filing Fee	175	175	100.00%	-
Total Administration	181,556	83,959	46.24%	13,814

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A %OF ADOPTED BUD	JAN-23 ACTUAL
Field				
ProfServ-Field Management	48,000	16,000	33.33%	4,000
Misc-Property Taxes	540	483	89.44%	483
Total Field	48,540	16,483	33.96%	4,483
Landscape Services				
Contracts-Lake and Wetland	8,034	2,673	33.27%	668
Total Landscape Services	8,034	2,673	33.27%	668
Utilities				
Utility - General	46,000	16,081	34.96%	7,694
Total Utilities	46,000	16,081	34.96%	7,694
Gatehouse				
Contracts-Security Services	88,045	32,680	37.12%	9,003
R&M-Gatehouse	9,000	2,514	27.93%	2,031
Misc-Access Control Software	1,100	-	0.00%	-
Misc-Bar Codes	2,000	-	0.00%	-
Total Gatehouse	100,145	35,194	35.14%	11,034
Road and Street Facilities				
R&M-Roads & Alleyways	20,000	19,134	95.67%	-
R&M-Signage	863	-	0.00%	-
R&M-Pipe Inlet and Structure	183,700	86,330	47.00%	-
Total Road and Street Facilities	204,563	105,464	51.56%	-
Parks and Recreation				
Contracts-Fountain	1,588	-	0.00%	-
Contracts-Security Services	6,663	10,172	152.66%	3,186
Contracts-Pools	7,740	-	0.00%	(1,553)
Contracts-Sheriff	7,500	406	5.41%	203
Utility - Refuse Removal	4,200	2,429	57.83%	585
R&M-Clubhouse	11,000	3,846	34.96%	617
R&M-Parks	500	-	0.00%	-

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A %OF ADOPTED BUD	JAN-23 ACTUAL
R&M-Pools	9,700	7,363	75.91%	3,231
R&M-Tennis Courts	500	-	0.00%	-
Misc-Access Control Software	500	161	32.20%	-
Misc-Contingency	8,000	121	1.51%	18
Total Parks and Recreation	57,891	24,498	42.32%	6,287
Common Area				
Contracts-Landscape	59,352	19,612	33.04%	5,000
R&M-Common Area	3,500	2,590	74.00%	(725)
R&M-Other Landscape	10,000	8,343	83.43%	7,593
Total Common Area	72,852	30,545	41.93%	11,868
TOTAL EXPENDITURES	**719,581**	**314,897**	**43.76%**	**55,848**
Excess (deficiency) of revenues Over (under) expenditures	69,488	367,559	0.00%	(33,135)
OTHER FINANCING SOURCES (USES)				
Contribution to (Use of) Fund Balance	69,488	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	**69,488**	**-**	**0.00%**	**-**
Net change in fund balance	$ 69,488	$ 367,559	0.00%	$ (33,135)
FUND BALANCE, BEGINNING (OCT 1, 2022)	**559,171**	**559,171**		
FUND BALANCE, ENDING	**$ 628,659**	**$ 926,730**		

VillaSol CDD

Balance Sheet

Community Development District

Notes to the Financial Statements

Assets

- Accounts Receivable represents amount due from Truist Bank due to transaction fraud.
- Due to Other Funds represents debt service portion of assessment received, a request for a transfer is being made on February 24th, 2023.
- District has one MMA. (See Cash & Investments Report for details)
- Deposit with KUA, confirmed on 6/27/22.

Liabilities

- Accounts Payable represents invoices received that will be paid in following month.
- Due to Other Funds represents debt service portion of assessment received, a request for a transfer is being made on February 24th, 2023.

Fund Balance

- In the General Fund, the District has one assigned Operating Reserves.

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
Expenditures				
Administration				
P/R Board of Supervisor	$8,000	$1,800	23%	Board members meeting attendance thru Jan. 2023.
Fica Taxes	$612	$138	23%	Board members meeting attendance thru Jan. 2023.
ProfServ-Engineering	$27,200	$12,705	47%	General engineering: CDD meeting: site visit to inspect erosion on pond banks.
ProfServ-Legal Services	$25,000	$11,572	46%	General matters through current month.
ProfService-Trustee	$6,410	$2,671	42%	Portion of Trustee fees 10/01/2022-02/28/2023.
Communication-Telephone	$3,600	$1,658	46%	Charter communications services through current month.
Insurance - General Liability	$22,337	$16,069	72%	Total premium with Public Risk Insurance Agency, paid in full.
Miscellaneous Services	$1,000	$782	78%	Inframark services and monthly bank fees.
Misc-Web Hosting	$2,150	$1,329	62%	Website services through current month.
Annual District Filling Fee	$175	$175	100%	Filling fees paid in full.
Field				
Misc-Property Taxes	$540	$483	89%	Property tax paid in full.
Landscape Services				
Contracts-Lake and Wetland	$8,034	$1,337	17%	Services through current month and extra works.
Utilities				
Utility-General	$46,000	$16,081	35%	Services through current month.
Gatehouse				
Contracts-Security Services	$88,045	$32,680	37%	Services through current month and alarm monitoring.
Road and Street Facilities				
R&M-Roads & Alleways	$20,000	$19,134	96%	Inframark, LLC: Maintenance Man Work Order # WOVS02262022.
R&M-Pipe Inlet and Structure	$183,000	$86,330	47%	Stormwater repairs, Pipe Inlet structure repairs.
Parks and Recreation-General				
Contracts-Security Services	$6,663	$10,172	153%	Security Services from Magnotec Corp through current month.
Utility-Refuse Removal	$4,200	$2,429	58%	Waste Management Services through current month.
R&M-Clubhouse	$11,000	$3,846	35%	Services from Exercise Systems, Inc. for room flooring.

R&M-Pools	$9,700	$7,363	76%	Pools repair and chemicals purchase.
Misc-Access Control Software	$500	$161	32%	Services from Servusat, LLC for software activation.
Common Area				
R&M-Common Area	$3,500	$2,590	74%	Inframark, LLC: Maintenance Man Work Order # WOVS02262022.
R&M-Other Landscape	$10,000	$8,343	83%	Tree trimming, playground, mulch and removed dead tree.

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-23 ACTUAL
REVENUES				
Interest - Investments	$ 100	$ 5	5.00%	$ 1
Special Assmnts- Tax Collector	221,580	191,975	86.64%	5,791
Special Assmnts- Discounts	(8,863)	(7,636)	86.16%	(170)
TOTAL REVENUES	**212,817**	**184,344**	**86.62%**	**5,622**
EXPENDITURES				
Administration				
Misc-Assessment Collection Cost	3,324	3,687	110.92%	112
Total Administration	3,324	3,687	110.92%	112
Debt Service				
Principal Debt Retirement A-1	125,000	-	0.00%	-
Principal Debt Retirement A-2	20,000	-	0.00%	-
Interest Expense Series A-1	50,951	25,476	50.00%	-
Interest Expense Series A-2	14,763	7,381	50.00%	-
Total Debt Service	210,714	32,857	15.59%	-
TOTAL EXPENDITURES	**214,038**	**36,544**	**17.07%**	**112**
Excess (deficiency) of revenues Over (under) expenditures	(1,221)	147,800	0.00%	5,510
OTHER FINANCING SOURCES (USES)				
Contribution to (Use of) Fund Balance	(1,221)	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	**(1,221)**	**-**	**0.00%**	**-**
Net change in fund balance	$ (1,221)	$ 147,800	0.00%	$ 5,510
FUND BALANCE, BEGINNING (OCT 1, 2022)	**235,791**	**235,791**		
FUND BALANCE, ENDING	**$ 234,570**	**$ 383,591**		

VillaSol
Community Development District

Supporting Schedules

January 31, 2023

VILLASOL
Community Development District

All Funds

Non-Ad Valorem Special Assessments - Osceola County Tax Collector
(Monthly Collection Distributions)
For the Fiscal Year Ending September 30, 2023

						Allocation by Fund	
Date Received	Net Amount Received	Discount / (Penalty) Amount	Collection Cost	Gross Amount Received		General Fund	Debt Service Series 2018 Fund
ASSESSMENTS LEVIED FY2023				**$ 1,034,673**		**$ 813,093**	**$ 221,580**
Allocation %				100%		79%	21%
11/18/22	$ 13,808	$ 785	$ 282	$ 14,875		$ 11,689	$ 3,186
11/22/22	$ 54,563	$ 2,320	$ 1,114	$ 57,997		$ 45,577	$ 12,420
12/09/22	$ 695,469	$ 29,570	$ 14,193	$ 739,232		$ 580,922	$ 158,310
12/22/22	$ 53,997	$ 2,187	$ 1,102	$ 57,286		$ 45,018	$ 12,268
01/10/23	$ 18,527	$ 585	$ 378	$ 19,490		$ 15,316	$ 4,174
01/10/23	$ 7,197	$ 209	$ 147	$ 7,553		$ 5,935	$ 1,617
TOTAL	$ 843,562	$ 35,656	$ 17,216	$ 896,433		$ 704,458	$ 191,975
% COLLECTED				86.64%		86.64%	86.64%
TOTAL OUTSTANDING				**$ 138,240**		**$ 108,635**	**$ 29,605**

Cash and Investment Report
January 31, 2023

Account Name	Bank Name	Investment Type	Yield	Balance
GENERAL FUND				
Checking Account - Operating	Bank United	N/A	N/A	$724,349
Money Market Account	Bank United	Money Market	3.00%	$202,846
			SubTotal	$927,196
DEBT SERVICE FUND				
Series 2018 A1 Prepayment Fund	US Bank	US Bank Commercial Paper	0.05%	$5,000
Series 2018 A2 Debt Service Reserve	US Bank	US Bank Commercial Paper	0.05%	$17,938
Series 2018 A1 Debt Service Reserve	US Bank	US Bank Commercial Paper	0.05%	$87,273
Series 2018 A1 & A2 Revenue Fund	US Bank	US Bank Commercial Paper	0.05%	$267,871
			SubTotal	$378,081
			Total	**$1,305,276**

Bank Account No.	1345	Bank United Checking (New)
Statement No.	01-2023	
Statement Date	1/31/2023	

G/L Balance (LCY)	724,349.23	**Statement Balance**	733,774.78
G/L Balance	724,349.23	**Outstanding Deposits**	0.00
Positive Adjustments	0.00		
		Subtotal	733,774.78
Subtotal	724,349.23	**Outstanding Checks**	9,425.55
Negative Adjustments	0.00	**Differences**	0.00
Ending G/L Balance	724,349.23	**Ending Balance**	724,349.23
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
11/15/2022	Payment	005509	MAGNOSEC CORP	1,173.00	0.00	1,173.00
1/27/2023	Payment	005554	DEWBERRY ENGINEERS INC	2,477.50	0.00	2,477.50
1/27/2023	Payment	005555	FED EX	25.55	0.00	25.55
1/27/2023	Payment	005556	SOLITUDE LAKE MANAGEMENT	668.33	0.00	668.33
1/27/2023	Payment	005557	TECHNI-POOLS	1,678.00	0.00	1,678.00
1/31/2023	Payment	DD620	Payment of Invoice 008542	134.30	0.00	134.30
1/31/2023	Payment	DD621	Payment of Invoice 008543	3,268.87	0.00	3,268.87
Total Outstanding Checks				**9,425.55**		**9,425.55**

Subsection 7C

Check Register

VillaSol
Community Development District

Check Register

12/1/2022-01/31/2023

VILLASOL COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Fund
For the Period from 12/01/22 to 1/31/23
(Sorted by Check / ACH No.)

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
GENERAL FUND - 001							
CHECK # 005363							
001	01/13/23	VILLA SOL CDD	01102023-XFER	TRFR OF FUND TO 1345	Cash with Fiscal Agent	103000	$101,639.20
						Check Total	*$101,639.20*
CHECK # 005513							
001	12/07/22	BRIGHTVIEW LANDSCAPE SVC	8166922	IRR REPAIRS	R&M-Common Area	546016-57208	$724.60
						Check Total	*$724.60*
CHECK # 005514							
001	12/07/22	DALE BEASLEY CONSTRUCTION	8116	PIPE INLET STRUCTURE REPAIRS	R&M Pipe Inlet and Structure	546174-54101	$11,137.95
						Check Total	*$11,137.95*
CHECK # 005515							
001	12/07/22	ENVERA SYSTEMS	721404	GATE ACCESS DEC 2022	Contracts-Security Services	534037-53904	$7,337.13
						Check Total	*$7,337.13*
CHECK # 005516							
001	12/07/22	MAGNOSEC CORP	1013	SEC SVCS 10/31-11/13/22	Contracts-Security Services	534037-57208	$1,366.06
						Check Total	*$1,366.06*
CHECK # 005517							
001	12/07/22	OSCEOLA COUNTY SHERIFF'S OFFICE	53933	SHERIFF 11/1/22	Contracts-Sheriff	534100-57201	$203.08
						Check Total	*$203.08*
CHECK # 005518							
001	12/07/22	OSCEOLA NEWS GAZETTE	DD64FF56-0017	NOTICE OF MEETING 11/17/22	Legal Advertising	548002-51301	$70.82
						Check Total	*$70.82*
CHECK # 005519							
001	12/07/22	SOLITUDE LAKE MANAGEMENT	PSI-26460	NOV LAKE MAINT	Contracts-Lake and Wetland	534021-53902	$668.37
						Check Total	*$668.37*
CHECK # 005520							
001	12/07/22	TERMINIX PROCESSING CENTER	426498598	PEST CONTROL	R&M-Clubhouse	546015-57201	$87.00
						Check Total	*$87.00*
CHECK # 005521							
001	12/08/22	CLARK & ALBAUGH, LLP	18190	GEN MATTERS THRU NOV 2022	ProfServ-Legal Services	531023-51401	$3,025.50
						Check Total	*$3,025.50*
CHECK # 005522							
001	12/08/22	DALE BEASLEY CONSTRUCTION	8115	STORMWATER REPAIRS	R&M Pipe Inlet and Structure	546174-54101	$42,552.74
001	12/08/22	DALE BEASLEY CONSTRUCTION	8168	STORMWATER REPAIRS	R&M Pipe Inlet and Structure	546174-54101	$16,746.00
						Check Total	*$59,298.74*
CHECK # 005523							
001	12/08/22	TECHNI-POOLS	48547	FOUNTAIN PUMP REPAIRS	Contracts-Fountain	534023-57201	$1,425.80
						Check Total	*$1,425.80*
CHECK # 005524							
001	12/08/22	THE HOME DEPOT	110422-9241		Misc-Contingency	549900-57201	$29.94
						Check Total	*$29.94*

VILLASOL COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Fund
For the Period from 12/01/22 to 1/31/23
(Sorted by Check / ACH No.)

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
CHECK # 005525							
001	12/14/22	SERVUSAT, LLC	4295	SOFTWARE ACTIVATION	Misc-Access Control Software	549003-57201	$160.81
						Check Total	*$160.81*
CHECK # 005526							
001	12/15/22	INFRAMARK, LLC	86067	NOV 2022 MGMT FEES	ProfServ-Field Management	531016-53901	$4,000.00
001	12/15/22	INFRAMARK, LLC	86067	NOV 2022 MGMT FEES	ProfServ-Mgmt Consulting Serv	531027-51201	$4,034.17
001	12/15/22	INFRAMARK, LLC	86067	NOV 2022 MGMT FEES	Postage and Freight	541006-51301	$9.69
001	12/15/22	INFRAMARK, LLC	86067	NOV 2022 MGMT FEES	STORM PREPARATION	546016-57208	$1,760.00
001	12/15/22	INFRAMARK, LLC	86067	NOV 2022 MGMT FEES	BAY STATE ALARM	549001-51301	$481.62
						Check Total	*$10,285.48*
CHECK # 005527							
001	12/16/22	BLADE RUNNERS COMMERCIAL	458021	TREE REMOVAL	R&M-Common Area	546016-57208	$300.00
						Check Total	*$300.00*
CHECK # 005528							
001	12/16/22	MAGNOSEC CORP	1027	SEC SVCS 11/14-11/27/22	Contracts-Security Services	534037-57208	$1,173.00
						Check Total	*$1,173.00*
CHECK # 005529							
001	12/16/22	SOLITUDE LAKE MANAGEMENT	PSI-31466	DEC LAKE/WETLAND MAINT	Contracts-Lake and Wetland	534021-53902	$668.37
						Check Total	*$668.37*
CHECK # 005530							
001	12/16/22	TECHNI-POOLS	48702	DEC POOL SVCS	Contracts-Pools	534078-57201	$1,553.00
						Check Total	*$1,553.00*
CHECK # 005531							
001	12/20/22	ATLANTIC PIPE SERVICES	22-0242-6	PIPE INLET AND STRUCTURE	R&M Pipe Inlet and Structure	546174-53901	$5,446.26
						Check Total	*$5,446.26*
CHECK # 005532							
001	12/20/22	ATLANTIC PIPE SERVICES	22-0242-4	STORM PIPE CLEANING	R&M Pipe Inlet and Structure	546174-53901	$10,446.88
						Check Total	*$10,446.88*
CHECK # 005533							
001	12/28/22	ISMAEL FORTY VAZQUEZ	112222		Room Dep Refund	347010	$300.00
						Check Total	*$300.00*
CHECK # 005534							
001	01/03/23	DEWBERRY ENGINEERS INC	2215221	ENGG SVCS THRU NOV 2022	ProfServ-Engineering	531013-51501	$4,675.00
						Check Total	*$4,675.00*
CHECK # 005535							
001	01/03/23	ENVERA SYSTEMS	722472	JAN 2023 ISP PASS/ VIDEO/MAINT	Contracts-Security Services	534037-53904	$1,665.84
001	01/03/23	ENVERA SYSTEMS	722473	GATE ACCES THRU JAN 2023	Contracts-Security Services	534037-53904	$7,337.13
						Check Total	*$9,002.97*

VILLASOL COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Fund
For the Period from 12/01/22 to 1/31/23
(Sorted by Check / ACH No.)

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
CHECK # 005536							
001	01/03/23	INFRAMARK, LLC	87456	DEC 2022 MGMT FEES	BASKETBALL NETS	546016-57208	$48.19
001	01/03/23	INFRAMARK, LLC	87456	DEC 2022 MGMT FEES	FIELD OPS	531016-53901	$4,000.00
001	01/03/23	INFRAMARK, LLC	87456	DEC 2022 MGMT FEES	MGMT FEES	531027-51201	$4,034.17
001	01/03/23	INFRAMARK, LLC	87456	DEC 2022 MGMT FEES	POSTAGE	541006-51301	$9.69
001	01/03/23	INFRAMARK, LLC	87456	DEC 2022 MGMT FEES	COPIES	547001-51301	$2.60
001	01/03/23	INFRAMARK, LLC	87456	DEC 2022 MGMT FEES	BAYSTATE ALARM	546016-53901	$481.62
001	01/03/23	INFRAMARK, LLC	87456	DEC 2022 MGMT FEES	ASSESSMENTS	531038-51301	$5,150.00
						Check Total	*$13,726.27*
CHECK # 005537							
001	01/03/23	TERMINIX PROCESSING CENTER	427523869	PEST CONTROL 11/1/22	PEST CONTROL	546015-57201	$87.00
						Check Total	*$87.00*
CHECK # 005542							
001	01/11/23	BLADE RUNNERS COMMERCIAL	458020	DEC 2022 LANDSCAPE MAINT	Contracts-Landscape	534050-53901	$5,000.00
						Check Total	*$5,000.00*
CHECK # 005543							
001	01/11/23	CLARK & ALBAUGH, LLP	18227	GEN MATTERS THRU DEC 2022	ProfServ-Legal Services	531023-51401	$695.62
						Check Total	*$695.62*
CHECK # 005544							
001	01/11/23	FED EX	7-989-78943	DEC 2022 POSTAGE	Postage and Freight	541006-51301	$14.22
						Check Total	*$14.22*
CHECK # 005545							
001	01/11/23	FED EX	7-982-16152	DEC 2022 POSTAGE	Postage and Freight	541006-51301	$16.64
						Check Total	*$16.64*
CHECK # 005546							
001	01/11/23	INNERSYNC STUDIO LTD	20958	WEB / COMLIANCE SVCS	Misc-Web Hosting	549915-51301	$388.13
						Check Total	*$388.13*
CHECK # 005547							
001	01/11/23	THE HOME DEPOT	120522-9241	NOV / DEC PURCHASES	Misc-Contingency	549900-57201	$33.11
						Check Total	*$33.11*
CHECK # 005548							
001	01/17/23	MAGNOSEC CORP	1042	SEC SVCS 11/28-12/11/22	Contracts-Security Services	534037-57208	$1,173.00
001	01/17/23	MAGNOSEC CORP	1057	SEC SVCS 12/12-12/25/22	Contracts-Security Services	534037-57208	$840.65
						Check Total	*$2,013.65*
CHECK # 005549							
001	01/19/23	BLADE RUNNERS COMMERCIAL	458093	REMOVE TREE BEHIND CLUBHOUSE	R&M-Common Area	546016-57208	$1,200.00
001	01/19/23	BLADE RUNNERS COMMERCIAL	458094	REMOVAL OF DEAD TREES	R&M-Common Area	546016-57208	$1,750.00
						Check Total	*$2,950.00*
CHECK # 005550							
001	01/19/23	MAGNOSEC CORP	1072	SEC SVCS 12/6/22-1/8/23	Contracts-Security Services	534037-57208	$2,012.50
						Check Total	*$2,012.50*
CHECK # 005551							
001	01/19/23	TERMINIX PROCESSING CENTER	428535343	PEST CONTROL SVCS 12/5/22	PEST CONTROL	546015-57201	$87.00
						Check Total	*$87.00*

VILLASOL COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Fund
For the Period from 12/01/22 to 1/31/23
(Sorted by Check / ACH No.)

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
CHECK # 005553							
001	01/27/23	BLADE RUNNERS COMMERCIAL	458066	JAN 2023 LANDSCAPE MAINT	Contracts-Landscape	534050-57208	$5,000.00
						Check Total	*$5,000.00*
CHECK # 005554							
001	01/27/23	DEWBERRY ENGINEERS INC	2228626-02	ENGG SVCS THRU DEC 2022	ProfServ-Engineering	531013-51501	$2,015.00
001	01/27/23	DEWBERRY ENGINEERS INC	2228626-01	ENGG SVCS THRU DEC 2022	ProfServ-Engineering	531013-51501	$462.50
						Check Total	*$2,477.50*
CHECK # 005555							
001	01/27/23	FED EX	8-002-73348	JAN 2023 POSTAGE	Postage and Freight	541006-51301	$25.55
						Check Total	*$25.55*
CHECK # 005556							
001	01/27/23	SOLITUDE LAKE MANAGEMENT	PSI-39635	JAN 2023 LAKE / WETLAND MAINT	Contracts-Lake and Wetland	534021-53902	$668.33
						Check Total	*$668.33*
CHECK # 005557							
001	01/27/23	TECHNI-POOLS	49012	JAN 2023 POOL MAINT	Contracts-Pools	534078-57201	$1,553.00
001	01/27/23	TECHNI-POOLS	49182	POOL REPAIRS 1/7/23	Contracts-Pools	534078-57201	$125.00
						Check Total	*$1,678.00*
CHECK # DD495							
001	12/04/22	CHARTER COMMUNICATIONS	068176902111822	BILL PRD 11/17-12/16/22 OFFICE	Communication - Telephone	541003-51301	$276.04
						Check Total	*$276.04*
CHECK # DD496							
001	12/05/22	TOHO WATER AUTHORITY	110522 ACH	BILL PRD 10/6-11/5/2022	Utility - General	543001-53903	$615.29
						Check Total	*$615.29*
CHECK # DD497							
001	01/03/23	TOHO WATER AUTHORITY	120522 ACH	BILL PRD 11/5-12/5/22	Utility - General	543001-53903	$548.54
						Check Total	*$548.54*
CHECK # DD603							
001	12/05/22	CHARTER COMMUNICATIONS	037311801111522	BILL PRD 11/14-12/13/22	Communication - Telephone	541003-51301	$124.30
						Check Total	*$124.30*
CHECK # DD605							
001	12/05/22	KUA	111422 ACH	BILL PRD 10/5-11/5/22	Utility - General	543001-53903	$3,765.28
						Check Total	*$3,765.28*
CHECK # DD606							
001	12/22/22	CHARTER COMMUNICATIONS	077902902113022	bill prd 11/28-12/27/22	R&M-Gatehouse	546035-53904	$243.56
						Check Total	*$243.56*
CHECK # DD609							
001	12/01/22	CHARTER COMMUNICATIONS	077902902103022	BILL PRD 10/28/22-11/27/22	R&M-Gatehouse	546035-53904	$239.96
						Check Total	*$239.96*
CHECK # DD611							
001	12/31/22	CHARTER COMMUNICATIONS	037311801121522	BILL PRD 12/14/22-1/13/23	Communication - Telephone	541003-51301	$134.30
						Check Total	*$134.30*
CHECK # DD612							
001	12/31/22	KUA	121322 ACH	BILL PRD 11/5-12/6/22	Utility - General	543001-53903	$3,405.44
						Check Total	*$3,405.44*

VILLASOL COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Fund
For the Period from 12/01/22 to 1/31/23
(Sorted by Check / ACH No.)

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
CHECK # DD614							
001	01/03/23	CHARTER COMMUNICATIONS	068176902121822	BILL PRD 12/17/22-1/16/23	Communication - Telephone	541003-51301	$294.15
						Check Total	*$294.15*
CHECK # DD615							
001	01/03/23	WASTE MANAGEMENT	0040228-0180-9	REFUSE REMOVAL JAN 2023	Utility - Refuse Removal	543020-53901	$584.69
						Check Total	*$584.69*
CHECK # DD620							
001	01/31/23	CHARTER COMMUNICATIONS	037311801011523 ACH	BILL PRD 1/14-2/13/23	Communication - Telephone	541003-51301	$134.30
						Check Total	*$134.30*
CHECK # DD621							
001	01/31/23	KUA	011323 ACH	BILL PRD 12/6-1/6/23	Utility - General	543001-53903	$3,268.87
						Check Total	*$3,268.87*
CHECK # DD622							
001	01/14/23	CHARTER COMMUNICATIONS	077902902123022	BILL PRD 12/28-1/27/23	R&M-Gatehouse	546035-53904	$239.96
						Check Total	*$239.96*
CHECK # 005538							
001	01/12/23	HERMAN PEREZ	PAYROLL	January 12, 2023 Payroll Posting			$184.70
						Check Total	*$184.70*
CHECK # 005539							
001	01/12/23	MARIO A. COROVA	PAYROLL	January 12, 2023 Payroll Posting			$184.70
						Check Total	*$184.70*
CHECK # 005540							
001	01/12/23	SERVANDO JR COMAS	PAYROLL	January 12, 2023 Payroll Posting			$184.70
						Check Total	*$184.70*
CHECK # 005541							
001	01/12/23	MICHAEL J. EDGECOMBE	PAYROLL	January 12, 2023 Payroll Posting			$184.70
						Check Total	*$184.70*
						Fund Total	**$282,512.96**

SERIES 2018 A1 & A2 DEBT SERVICE FUND - 202

CHECK # 005552							
202	01/26/23	VILLASOL CDD C/O US BANK N.A.	01172023-SER 2018	TRFR ASSESS SER 2018 TAX COLLECTIONS	Due From Other Funds	131000	$176,823.36
						Check Total	*$176,823.36*
						Fund Total	**$176,823.36**

Total Checks Paid	**$459,336.32**

Section 8

Field Operations

Subsection 8A

Field Report

JANUARY 2023 FIELD INSPECTION

Villa Sol CDD

Thursday, January 19, 2023

Prepared For Board Of Supervisors

20 Item Identified

Freddy Blanco Field Manager
Inframark

INFRAMARK
INFRASTRUCTURE MANAGEMENT SERVICES

Item 1

Assigned To Bladerunner Landscaping

Provide Proposal for grass installation around the recreation center (Damage made by wild hogs was repaired and waiting for grass installation)

Item 2

Assigned To Bladerunner Landscaping

Provide Proposal for grass installation next the Tennis court (Damage made by wild hogs was repaired and waiting for grass installation)

Item 3

Assigned To Bladerunner Landscaping

Removal service of lower tree branches located behind the recreation center is completed according to the schedule

Item 4

Assigned To Bladerunner Landscaping

Dead tree removal service behind the recreation center is completed

Item 5

Assigned To Bladerunner Landscaping

Small tree trimming service is completed according to the schedule

Item 6

Assigned To Bladerunner Landscaping

Provide schedule for tall grass trimming service

Item 7

Assigned To Bladerunner Landscaping

Provide schedule for the tree trimming service at the recreation center parking lot

Item 8

Assigned To Bladerunner Landscaping

Provide schedule for the tree trimming service next to the recreation center

Item 9

Assigned To Bladerunner Landscaping

Provide Proposal for remove tree that is causing damage to the drainage and curb at 3156 Riachuelo Ln.

Item 10

Assigned To Inframark

Provide Proposal for installation of new trash can to doggie pot station located at Riachuelo Ln

Item 11

Assigned To Bladerunner Landscaping

Provide schedule for the trimming service to the tall grass located at the community entrance

Item 12

Assigned To Bladerunner Landscaping

Provide schedule for the annual flowers installation service

Item 13

Assigned To Inframark

Provide Proposal for remove rust stains on the PVC fence At Puerta del Sol Blvd

Item 14

Assigned To Inframark

Provide Proposal removal of speed bump damage located at the residence entrance side

Item 15

Assigned To Tecnni Pools

Provide Proposal for new handicap chair cover

Item 16

Assigned To Inframark

Provide Proposal for ceiling repair on the pool deck area

Item 17

Assigned To Inframark

Provide schedule for replacement service of damaged key cylinder on the doggie pot station located at Puerta del Sol Blvd

Item 18

Assigned To Inframark

New LED lamp was installed next to the security guard house at the exit left site

Item 19

Assigned To Inframark

Provide Proposal for remove rust stains, paint touch up to fountain and walls monument at the Comunity entrance

Field Inspection Follow Up

Assigned To Board Of Supervisors

Item 1 and 4 Trimming service bushes and tall grass at the parking is completed.
Item 3 Mowing and edging service At Puerta del Sol Blvd is completed.
Item 5 Trimming tree service on the parking lot area is still pending for schedule.
Item 6 Pavers repairs around the recreation center is completed.
Item 7 Fallen tree removal service behind the recreation center is completed.
Item 8 Mowing Service around the ponds is ongoing.
Item 10 Proposal for new handicap chair cover is still pending.
Item 13 Irrigation System inspection is still pending.
Item 9, 14 and 15 Damage in the grass caused by Wild hogs is still visible.
Item 16 Floor Lamp repair is completed.
Item 19 Fixture light repair is still pending.
Item 21 Dead tree removal service at Puerta del Sol Blvd is completed.
Item 22 Irrigation Clock replacement is still pending.

FEBRUARY 2023 FIELD INSPECTION

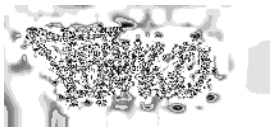
Villa Sol CDD

Thursday, February 16, 2023

Prepared For Board Of Supervisors

19 Item Identified

Freddy Blanco Field Manager
Inframark



INFRAMARK
INFRASTRUCTURE MANAGEMENT SERVICES

Item 1

Assigned To Bladerunner Landscaping

Irrigation clock responsible for the zones located at the community entrance is still pending for replacement service

Item 2

Assigned To Bladerunner Landscaping

Trimming service to bushes located at the community entrance is completed according to the schedule

Item 3

Assigned To Bladerunner Landscaping

Provide schedule for all the trimming service

Item 4

Assigned To Tecnni Pools

Fountain at the main entrance is working properly

Item 5

Assigned To Bladerunner Landscaping

Annual flowers installation is completed according to the schedule

Item 6

Assigned To Bladerunner Landscaping

Provide Proposal for replacement service of the irrigation clock located at Siesta View Dr

Item 7

Assigned To Bladerunner Landscaping

Mowing and edging service at Riachuelo Ln corner is ongoing

Item 8

Assigned To Bladerunner Landscaping

Mowing service around ponds is completed according to the schedule

Item 9

Assigned To Bladerunner Landscaping

Mowing and edging service along Puerta del Sol is ongoing

Item 10

Assigned To Bladerunner Landscaping

Doggie pot stations need cleaning and bag's refill service

Item 11

Assigned To Bladerunner Landscaping

Mowing service behind the recreation center is ongoing

Item 12

Assigned To Tecnni Pools

Provide Proposal for new Handicap seat cover

Item 13

Assigned To Inframark

Create a work order for handle Shower Faucet repair

Item 14

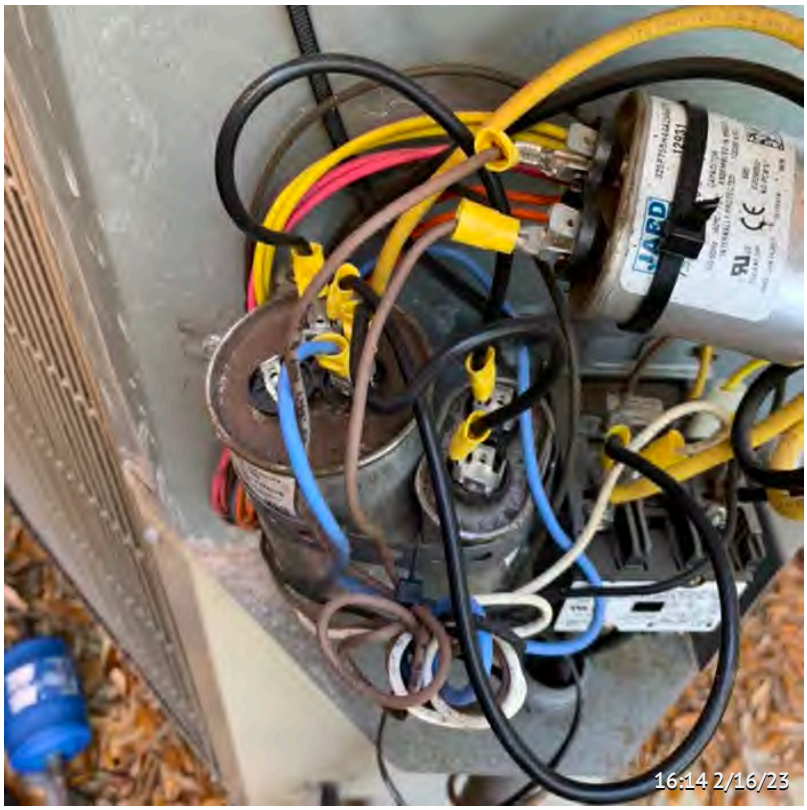
Assigned To Inframark

Create a work order for provisional repair of ceiling in the pool area

Item 15

Assigned To Tecnni Pool

Pool maintenance service is ongoing according to the schedule



Item 16

Assigned To Inframark

Contact A prestige for Ac unit 2 troubleshooting

Item 17

Assigned To Inframark

Provide Proposal for installation of new Residents and Visitors signs at the entrance

Item 18

Assigned To Inframark

Provide Proposal for new sign to the Kiosk at the entrance

Field Inspection Follow Up

Assigned To Board Of Supervisors

Item 1 and 2 Proposal for grass installation next to the Tennis Court is pending.
Item 6 Tall grass trimming service is pending for schedule.
Item 7 and 8 Parking lot trimming service is pending for schedule.
Item 9 Proposal for tree removal at 3156 Riachuelo Ln. Is pending for approval.
Item 10 Proposal for installation of doggie pot station trash can is pending for approval.
Item 11 Schedule for Tall Grass trimming is still pending.
Item 12 Annual flowers installation is completed.
Item 13 Proposal for PVC fence service is pending for approval.
Item 14 Proposal for speed bump installation is pending for approval.
Item 15 Proposal for handicap chair is pending.
Item 16 Ceiling repairs in ongoing.
Item 17 Cylinder key replacement is pending.
Item 18 LED light installation is completed.
Item 19 Proposal for remove rust stains and paint touch up in the fountain monument is pending for approval.

BLADE RUNNERS
COMMERCIAL LANDSCAPING ORLANDO, LLC.
19 N TEXAS AVE ORLANDO, FL 32805 TEL 407.306.0600 FAX 407.306.0500
WWW.BLADERUNNERSORLANDO.COM

PROPERTY: VILLA SOL CDD	PROPOSAL
DATE:1-23-23	TIME CLOCK D -MAIN ENTRANCE

BLADE RUNNERS JOB MATERIAL SHEET

DESCRIPTION	QTY. USED	EXT. PRICE
½" INCH		
½ 90:	0	$0.00
½ Tee's	0	$0.00
½ Couplers	0	$0.00
½ Male adapters	0	$0.00
½ Female adapters	0	$0.00
½ x ¾ Male adapters	0	$0.00
½ Street Ells	0	$0.00
½ x ¾ Street Ells	0	$0.00
½ Cap slip	0	$0.00
½ Cap threaded	0	$0.00
½ Slip fix	0	$0.00
¾" INCH		
¾ 90	0	$0.00
¾ Tees's	0	$0.00
¾ Couplers	0	$0.00
¾ Male adapters	0	$0.00
¾ x ½ male adapter	0	$0.00
¾ Female adapters	0	$0.00
¾ Cap slip	0	$0.00
¾ Cap threaded	0	$0.00
¾ x ½ Reducer	0	$0.00
¾ x ½ Reducing Tee	0	$0.00
¾ Slip fix	0	$0.00
3/4 Slip Fix (Expansion Repair)	0	$0.00
1" INCH		
1" 90	0	$0.00
1" Tee's	0	$0.00
1" Couplers	0	$0.00
1" Male adapters	0	$0.00
1" Cap slip	0	$0.00
1" Cap threaded	0	$0.00
1 x ½ Reducer	0	$0.00
1 x ¾ Reducer	0	$0.00
1 x ¾ Reducer Tee	0	$0.00
1 x ½ Reducing Tee	0	$0.00
1" nipple	0	$0.00
1" Slip fix	0	$0.00
SCH 80 Couplings	0	$0.00
SCH 80 Male Adapter 2	0	$0.00
SCH 80 90	0	$0.00
SCH 80 Tee	0	$0.00

1" ¼ INCH		
1 ¼ 90	0	$0.00
1 ¼ Tee's	0	$0.00
1 ¼ Couplers	0	$0.00
1 ¼ Male adapters	0	$0.00
1 ¼ x ¾ Reducer	0	$0.00
1 ¼ x 1 Reducer	0	$0.00
1 ¼ cap slip	0	$0.00
1 1/4 x 1/2 Reducing tee	0	$0.00
1 1/4 Sli fix	0	$0.00
1 1/4 Ball Valve	0	$0.00
1 1/4 Female Adapter	0	$0.00
1" ½ INCH		
1 ½ 90	0	$0.00
1 ½ Tee's	0	$0.00
1 ½ Couplers	0	$0.00
1 ½ Male adapters	0	$0.00
1 ½ x ¾ Reducer	0	$0.00
1 ½ x 1 ¼ Reducer	0	$0.00
1 ½ cap slip	0	$0.00
1 1/2 x 1/2 Reducing tee	0	$0.00
1 ½ nipple x 24 inch	0	$0.00
1 ½ Slip fix	0	$0.00
SCH 40 Couplers	0	$0.00
SCH 40 Male Adapters	0	$0.00
SCH 40 90	0	$0.00
1 1/4 X 1/2 Reducing Tees	0	$0.00
1 1/2 Ball Valve	0	$0.00
2" INCH		
2" 90	0	$0.00
2" Tee's	0	$0.00
2" Couplers	0	$0.00
2" Male adapters	0	$0.00
2 x 1 ½ Reducer	0	$0.00
2" cap slip	0	$0.00
2x1/2 Reducing Tee	0	$0.00
2" Nipple	0	$0.00
2" Slip fix	0	$0.00
2 1/2 INCH		
2 1/2" 90	0	$0.00
2 1/2" Tee's	0	$0.00
2 1/2" Couplers	0	$0.00
2 1/2 X2" Reducer	0	$0.00
2 x ½ Slip fix	0	$0.00
2" 1/2 45	0	$0.00
2x1/2 to Bushing	0	$0.00
3 INCH		
3"90'S	0	$0.00
3" Tee's	0	$0.00
3" Couplers	0	$0.00
3"x 2 1/2" Reducer	0	$0.00
3" x 2" Reducer	0	$0.00
3" Slip Fix	0	$0.00

3" 45	0	$0.00
3" Male Adapter	0	$0.00
4 INCH		
4"90's	0	$0.00
4"Tee's	0	$0.00
4"Couplers	0	$0.00
4"x 3"Reducer	0	$0.00
4" Slip Fix	0	$0.00
NOZZLES:		
8 Quarters	0	$0.00
8 halves	0	$0.00
8 vans	0	$0.00
10 quarters	0	$0.00
10 halves	0	$0.00
10 vans	0	$0.00
12 quarters	0	$0.00
12 halves	0	$0.00
12 vans	0	$0.00
15 quarters	0	$0.00
15 halves	0	$0.00
15 center strip	0	$0.00
15 vans	0	$0.00
15 side strip	0	$0.00
15 full circle	0	$0.00
18 vans	0	$0.00
Shrub adapters	0	$0.00
HEADS:	0	$0.00
Rain bird 6" sprays	0	$0.00
Rain bird 6" spray w/side insert	0	$0.00
Rainbird 6"rotor w/side insert	0	$0.00
Rainbird 12"spray w/side insert	0	$0.00
PIPE		
1/2 inch pipe	0	$0.00
3/4 inch pipe	0	$0.00
1 inch pipe	0	$0.00
1 1/4 inch pipe	0	$0.00
1 1/2 inch pipe	0	$0.00
2 inch pipe	0	$0.00
2 1/2 pipe	0	$0.00
3 inch pipe	0	$0.00
4 inch pipe	0	$0.00
CLOCKS		
Hunter Pro C Clock (3 zones)	0	$0.00
Hunter Pro C Module (3 zones)	0	$0.00
Rain bird clock (4 zones)	0	$0.00
Hunter Plastic 8 Station Base	0	$0.00
Hunter Metal 8 Station Base	0	$0.00
Hunter ICC Module (8 zones)	0	$0.00
Rain bird indoor clock (4 zones)	0	$0.00
Rain bird module (3 zones)	0	$0.00
Rainbird Module 6 Station	0	$0.00
Hunter Battery Timer 2 Station	0	$0.00
Hunter 1 Station 2 wire decoder	0	$0.00

Hunter 2 Station 2 wire decoder	0	$0.00
Hunter 4 Station 2 wire decoder	0	$0.00
Hunter Battery Timer 1 Station	0	$0.00
Rainbird ESP-ME	1	$234.60
EXPANSION MODULE	1	$77.48
NETAFIM:		
Threaded Male adapter 17mm x 1/2	0	$0.00
Elbow Connector 17mm	0	$0.00
Insert Coupling 17mm	0	$0.00
Insert tee 17mm	0	$0.00
FUNNY PIPE FITTING		
1/2 Threaded 90	0	$0.00
3/4 Threaded 90	0	$0.00
Insert Coupling	0	$0.00
Micro Stakes	0	$0.00
Micro tubing	0	$0.00
6 Outlet micro emitters	0	$0.00
Multi strand wire (12 strands)	0	$0.00
Doubler	0	$0.00
Hunter 1 Station Battery Operated	0	$0.00
Hunter 2 Station Battery Operated	0	$0.00
Hunter 1" valve	0	$0.00
Hunter latching solenoids	0	$0.00
Hunter bird latching solenoids	0	$0.00
Rain bird solenoid	1	$45.65
Rain bird 1"valve	0	$0.00
Rain bird 2"valve	0	$0.00
Irritrol solenoid	0	$0.00
Irritrol flood bubblers	0	$0.00
Irritrol latching solenoid	0	$0.00
Blue wire nuts	4	$5.00
Brown wire nuts	4	$9.36
9V Batteries	0	$0.00
Hinges w/hardware	0	$0.00
Master Lock Combination lock	0	$0.00
1"Back flow double check valve	0	$0.00
3/4 inch flex	0	$0.00
1/2 inch flex	0	$0.00
Angle iron	0	$0.00
6"round valve box	0	$0.00
6"round cover	0	$0.00
10"round valve box	0	$0.00
10"round cover	0	$0.00
15"rectangular valve box	0	$0.00
Rectangular Meter Box Purple	0	$0.00
Rectangular Meter Box Black	0	$0.00
MISC:		
4"clean out cover	0	$0.00
4"clean out female	0	$0.00
6"clean out cover	0	$0.00
6"clean out female	0	$0.00
Wire Red 18	0	$0.00
Wire White 18	0	$0.00
Wire Red 14	0	$0.00
Wire White 14	0	$0.00
DRAINAGE:		
4"Solid Drain Pipe	0	$0.00

4"Slotted Drain Pipe	0	$0.00
4"Soil Tight 90 Bend	0	$0.00
4"Snap Wye	0	$0.00
4"Small (2x3) Downspout	0	$0.00
4"Large (3x4) Downspout	0	$0.00
4"Snap End Cap	0	$0.00
4"Coupler	0	$0.00
4"90 Elbow	0	$0.00
4"Tee	0	$0.00
4"Emitter Pop-up	0	$0.00
6"Solid Drain Pipe	0	$0.00
6"Snap Wye	0	$0.00
12x12 Drain Box	0	$0.00
18x18 Drain Box	0	$0.00
6"Downspout Adapter	0	$0.00
6"Snap End Cap	0	$0.00
6"90 Elbow	0	$0.00
Bag of River Rock	0	$0.00
Yard of Dirt	0	$0.00
Box of Screws	0	$0.00
Drainage Tape	0	$0.00
6x4"Reducer	0	$0.00
	TOTAL PARTS:	$372.09
LABOR RATES:		
Master Tech	4	$240.00
Helper	0	$0.00
	GRAND TOTAL:	612.09
TECH NAME: JORGE RAMIREZ		
TIME ARRIVED: TIME DEPARTED:		
COMMENTS:	PRICE FOR REPLACING DAMGE TIME CLOCK AT MAIN ENTRANCE ,ALSO WILL NEED A COUPLE MORE HOUR OF LABOR FOR TRACKING ZONE #4 AND TROUBLE SHOOT THE SHORT CIRCUIT .	

SOLITUDE LAKE MANAGEMENT

		Account	VillaSol CDD
Work Order		Contact	Gabriel Mena
Work Order Number	00131716	Address	3050 Puerta Del Sol Blvd Kissimmee, FL 34744
Created Date	2/22/2023		

Work Details

Specialist Comments to Customer	Ponds were treated for invasive pond weeds and grasses	Prepared By	Braulio Lugo

Work Order Assets

Asset	Status	Product Work Type
Villasol Cdd-Lake-ALL	Inspected	

Service Parameters

Asset	Product Work Type	Specialist Comments to Customer
Villasol Cdd-Lake-ALL	SHORELINE WEED CONTROL	
Villasol Cdd-Lake-ALL	LAKE WEED CONTROL	
Villasol Cdd-Lake-ALL	ALGAE CONTROL	
Villasol Cdd-Lake-ALL		

Subsection 8B

Proposals

Subsection 8Bi

Clubhouse Air Conditioning

A Prestige Air Conditioning and Heating Specialists, Inc

CALL US TODAY
(321) 559-1030

Your Proposal
GOOD

Villa Sol Cdd Freddy Blanco

Address: 3050 Puerta Del Sol Boulevard Kissimmee, FL 34744

Phone: (407) 947-2489

Email: Freddy.blanco@inframark.com

Consultation Code: ENGXFTRGY

Date Presented: Feb 17, 2023

Expiration Date: May 18, 2023

Presented by: Mike Ashmore

Phone: (912) 532-1930

Email: servicemgr@aprestigeair.com

Next Steps

1. Review your proposal below
2. Scroll down to easily

Review Terms And Sign Proposal

About Us

Our customers best interests will always come first, and everything we do is guided by our strong belief in values, and professional ethics.

A PRESTIGE AIR is a company that will....

• Provide 100% customer satisfaction and prove that we are willing to go the extra mile to make that happen

• Be open and honest

• Work together as a team to maximize employees strengths to better serve our customers

• Lead in offering progressive ideas and products to serve our customers needs and wants

CHECK OUT OUR 4.8 STAR RATING & REVIEWS ON GOOGLE (Link is below)

https://www.google.com/maps/place/A+Prestige+Air+Conditioning+%26+Heating+Specialists/@28.3824595,-81.5493194,10z/data=!4m5!3m4!1s0x0:0x867396ff62139ac6!8m2!3d28.3824595!4d-81.5493194 (https://www.google.com/maps/place/A+Prestige+Air+Conditioning+%26+Heating+Specialists/@28.3824595,-81.5493194,10z/data=!4m5!3m4!1s0x0:0x867396ff62139ac6!8m2!3d28.3824595!4d-81.5493194)

You can also click on the link to our website below to view customer reviews & intriguing information regarding your air conditioner and/or air purification system.

WWW.APRESTIGEAIR.COM

LICENSED & INSURED

System

Goodman GSZ 14 Seer Heat Pump 5 Ton

EQUIPMENT 2 ITEMS

Category: Condenser

Name: Goodman, GSZ 14 Seer, 5.00 Ton, Heat Pump

Number: GSZ-14 Seer 1 Stg Comp & PSC Motor

Category: Fan Coil

Name: Goodman, ASPT, 5.00 Ton, Air Handler

Number: ASPT-14 Seer ECM-Multi-Spd Blower

INCLUDES 5 ITEMS

Category:HVAC Add-Ons / Quantity: 1

Name: RX FLUSH for R22 or compressor burnout REQUIRED

Number:

Category:Heat kits / Quantity: 1

Name: Goodman Heat Kit - 5KW WITH BREAKER 1 Phase Power

Number:

Category:Services / Quantity: 1

Name: 1 Year Labor Warranty

Number:

Category:Services / Quantity: 1

Name: 10 Year Manufacture Parts Warranty

Number:

Category:Services / Quantity: 1

Name: 2 Free Preventative Maintenances for Non PMA customers ($195 Value) to begin 6 months after installation

Number:

WHAT YOU'LL GET 16 ITEMS

*** DRAINLINES: Existing Drain lines are not replaced unless included in proposal as a separate line item. Clearing drainline(s) after new equipment installation is NOT included in labor warranty

drainline(s) after new equipment installation is NOT included in labor warranty.

*** REFRIGERANT LINESETS: Existing (and usually original when the home was built) refrigerant linesets are not replaced with new equipment unless included in proposal as a separate line item. We will do a leak test on them ($475 Value) at time of new equipment installation. If there is a leak, new linesets will be required to be installed at time of installation which is an additional charge.

*REQ in 2023: 2023 New Equipment Models

After installation of new unit, we will check the static pressure of your unit and see if any returns need to be added or grills enlarged, or changed in order to supply the unit with enough air to run properly. If any of this needs to be added, this will be an additional charge after installation.

Any breakers that are needed, per the new unit requirements, are an additional charge of $135 for residential & $185 for commercial per breaker

Chemical drain line clear - We include a chemical drain line clear with every new unit installation. This removes the mineral deposits and algae and slime build up from the inside of your drainlines to keep your new unit performing at its best and help to prevent water damage to your home.

New 3/4" Plywood Deck (if applies)

New filter drier to filter out contaminants out of the refrigerant is installed with every new system

New float safety switch to help prevent water damage and new PVC at the air handler indoor unit is included

Re-installation of customers EXISTING UV Light or RGF Air Purification Unit into new unit - If customer has an existing (previously purchased) UV coil light or RGF purification system that is in good working order, we will reinstall the item into their new AH unit free of charge at time of new unit installation.

We will adjust and balance refrigerant charge after installation of the refrigerant line sets.

We will either wire in your existing thermostat to your new unit, or install a new one of your choice. We will connect it to the internet (if WIFI), and show you how to use it including the smart thermostats features (if applicable).

We will ensure that the indoor coil is accessible and that the filter can be changed easily.

We will ensure that your home remains clean and everything is replaced properly.

We will perform airflow and static pressure tests to determine maximum system size that can be installed on existing ductwork.

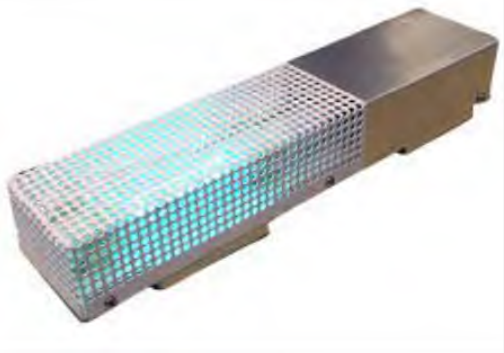
We will performs an inspection to ensure the system is sized properly for the needs of your home.

WE RECOMMEND

You can add any of the following items that we've carefully selected to complement your proposal:

RGF REME HALO-LED Air Purification System

$1,695.00



RGF Blower Mount & Package Unit Air Purification System PHI-PKG

$1,245.00

Google Nest - 3rd Generation Learning Thermostat

$399.00

Surge Protectors (2) for AH & Condenser

$399.00

INVESTMENT DETAILS

UV Coil Purification Light for Coil Health	Box of (12) Filters for your New AC System	
Sale Price		$10,352.00
~~$355.00~~	~~$185.00~~	
Total Investment The Total Investment is the total cost of the goods and services described in this proposal		**$10,352.00**

PAYMENT TERMS

50% Deposit & 50% Due Upon Completion

SIGNATURE DATE:

TERMS AND CONDITIONS

A Prestige Air Conditioning & Heating Specialists, Inc. and its employees, directors, officers and affiliates shall herein be referred to as Prestige, and/or A Prestige Air Conditioning & Heating Specialists and/or any derivative thereof.

LIABILITY: Regardless of cause, fault or time, Prestige’s extent of liability for any and all work performed by, and maintained by A Prestige Air will be limited to labor only (when labor is performed by Prestige, and within the allocated labor warranty period.) This shall include any/all equipment failures, water leaks, and/or loss of use. This labor will only be allotted to customer when said work or items are warranty related issues. This is usually 30-days labor on parts and service, and 1-year labor on equipment installations. Equipment is to be considered a split system, and/or a condenser, and/or an air handler. Any other items are considered parts. Duct cleaning and/or dryer vent cleanings carry no warranty, nor can we clean areas we deem to be inaccessible by our duct cleaning machine. Customer relieves us of the inability to clean particular areas of their duct work. Parts and/or equipment shall revert to your manufacturer's warranty, if any. Once parts or equipment are ordered and/or installed, Prestige, can not, and will not remove any equipment and/or parts for

refund or upgrade regardless of reason or cause. The appropriate measures will have to be taken with the equipment manufacturer for replacement parts (there may be a handling charge by the manufacturer, and./or

Prestige). Prestige shall be held harmless for any.all claims arising out of any/.all service calls, maintenance related issues, estimates, opinions, diagnosis of possible mold, installed equipment, parts, duct work, etc. regardless of whether or not Prestige had actual or constructive notice written or otherwise of any claim, defect or condition resulting from any product, equipment, service, maintenance, and/or installation. Customer authorizes Prestige to dispose of any/all parts or equipment that was removed or replaced. Customer further holds Prestige harmless for any and all loss of use and/or damages as a result of any/all failures of refrigeration equipment, coolers, and wine cellars' regardless of cause. This shall include but not limited to wine turning, food spoilage, etc. Not responsible for theft, damage and/or acts of nature/God once equipment or materials are left in the customer's possession. Prestige makes no guarantees and/or warranties in relation to the effectiveness of any/all forms of lightning arrestors and/or surge protectors. Prestige relies on a manufacturer's product literature as to what an item can do, and can't do. Customer relieves Prestige from any/all liabilities of any/all items if said item does not perform as the manufacturer specifies it will - and all damage caused because of said items failure and inability to perform as described. Prestige makes no guarantees on noise levels on any system.

WATER LEAKS/DRAINLINES: Under NO circumstances, regardless of fault or time, will Prestige be responsible for any water leak(s) and/or any damage of any kind or nature. Including but not limited to, customers that have some sort of float switch installed on their system. Having maintenance performed does not necessarily mean you will not encounter a water leak and/or clogged drain line. We will most likely give you repair options to correct the issue after the 1st drain clear. For multi-family property's or any properties that have a "Main Line" (which is defined as: the unit has a drainline that then empties into a main or common drainline which supports more than 1 unit). Main line clearing in any properties that have any kind of common drainline is NOT covered under any warranty. Only the line in the unit to the main or common line is.

WARRANTY WORK: Warranty work and/or service calls for warranty work will be performed during our normal working hours between 8am and 4pm, Monday - Friday. Holidays excluded. Same day service is not always guaranteed. Warranty work/service calls requested after hours will be billed at our after hours rates. Warranty calls that are determined by Prestige to be maintenance related issues will be billed at regular rates. The warranty period on all equipment installations, and or new construction becomes effective on the date of installation and/or start up. It is the responsibility of the customer to provide any and all warranty documentation on said warranty parts. If said warranty item is not covered under the manufacturers warranty or rejected for warranty regardless of reason, customer will be back charged for said warranty item at Prestige's going rate for said item. Any/all items that cannot be returned by Prestige to the appropriate vendor or rejected by said vendor shall be non-returnable/non-refundable to the customer. Under NO circumstance will Prestige remove any equipment or parts, ultra violet lights, parts, thermostats, duct work, grills, etc once they are installed. Battery replacement for your thermostat will be billed at regular rates. There is no warranty on batteries. Duct cleaning does not carry any warranties, nor can we guarantee the cleanliness of your ducts after said cleaning - nor will duct cleaning remove mold. Prestige provides a 1-year labor warranty on new equipment (air handlers & condensers) installations, and 30-days labor on all parts. See above Water Leaks. All other items will revert back to the manufacturer's warranty, if any. No employee or agent of Prestige is authorized to alter or change the terms and conditions of the aforementioned warranty. Dirty filters and/or incorrect filters can void your manufacturers & labor warranty. Manufacturer's time frame for their limited warranty shall supersede what is written on the proposal. If an error is made by Prestige for the time frame of their warranty, the customer shall relieve us of liability and adhere to the manufacturer's time frame and shall not look to Prestige for compensation. Warranty must be registered by customer. If another company works on any/all parts or equipment that is under warranty by Prestige, said warranty is/will be null and void.

LICENSING: Any work that is out of the scope of A Prestige AIr Conditioning & Heating Specialists state license shall be performed by a licensed contractor chosen by the customer, contacted by the customer and paid for by the customer. Prestige will not be responsible for said cost for any reason and will be held harmless for any/all liabilities arising out of their work. This shall include any work that is required by your local governing authority to bring all work out of the scope if A Prestige AIr Conditioning & Heating Specialists, Inc, license up to mechanical code.

ACCESS: Customer or its agent agrees to provide unrestricted clear & safe access to any and all areas Prestige needs access to. Prestige shall not be responsible for any/all damages arising out of any/all work

performed by Prestige or its affiliates. This is to include but not limited to, damage to landscaping, shelving, crown molding, ceiling, paint, sticcp. Etc. and/or any items inside or outside of the property that we move to gain access. Customer agrees to allow Prestige to enter said property/premises TO REMOVE ANY/ALL PARTS AND/OR EQUIPMENT THAT HAS AN OUTSTANDING BALANCE ON IT.

INSTALLATIONS: Unless otherwise noted on the proposal and paid for by the customer, all equipment installations are installed to the existing: air handler and/or condensor, ductwork, stand, slab, platform, plenum, supply/return grills, curbs, curb adapters, refrigeration lines, condensation lines, armoflex, thermostat, condensation pumps, and high and low voltage electrical, breakers, and disconnect boxes. Units will be installed at the existing location of the equipment being replaced. Customer authorizes Prestige to act as their agent by signing on behalf of them for any permits. Customer is required to register all new equipment including but not limited to air handlers, condensers, and furnaces directly with the manufacturer online in order preserve their warranty with the serial numbers on the equipment.

UNIT SIZING: All units being replaced will be of the same nominal tonnage of what is being replaced. If customer wants equipment that does NOT correspond with the nominal tonnage that is currently on the premises then said customer assumes all responsibility arising out of under-sizing and/or over-sizing said equipment, and any and all damage caused herein from said installation.

SEER RATING: SEER (Seasonal Energy Efficient Ratio) rating can only be guaranteed by the manufacturer when matched with the appropriate equipment (air handler and condenser), refrigeration lines, and electrical wiring. Example: You may purchase a condenser or an air handler with a specific SEER rating. What that means is that a piece of equipment has the ability to reach that specified SEER rating if matched with the appropriate items outlined above. Prestige, makes no guarantee to actual or estimated energy savings on any new or existing equipment.

ULTRA VIOLET LIGHTS/RGF AIR PURIFICATION SYSTEMS: Also known as UV lights. While UV lights can greatly reduce the growth of mold in the immediate area where the UV light makes contact - there is not a 100% guarantee that mold or its derivatives can not continue to grow when exposed to UV light. UV light bulbs need to be replaced yearly as the bulb has a natural digression of power over time. They can be purchased and installed by Prestige, under NO circumstances should a consumer look at the UV light directly, attempt to change the bulbs on their own, or attempt any repairs to said unit. LOOKING AT AN ULTRA VIOLET LIGHT DIRECTLY CAN CAUSE SERIOUS AND PERMANENT EYE DAMAGE AND OR BLINDNESS. By purchasing said item, customer relieves Prestige, of any and all liability for the aforementioned. The labor warranty on UV's light is 30 days. A Prestige Air Conditioning & Heating Specialists, assume no responsibility for non-operational bulbs or power packs. Bulbs should be replaced annually. Prestige is not responsible for erosion of wires, plastics, and duct work. RGFs have a 5 year warranty on them through the manufacturer if registered.

MOLD: Under no circumstances will Prestige be responsible for any and all mold whether in the interior or exterior of the air conditioning system, duct work, or any other location in the residence or building. This shall apply to all systems installed, serviced, or maintained by Prestige. Prestige hereby disclaims any expressed and/or implied warranty whether established by statutory, common, case law or otherwise, as to design construction, sound and.or odor transmission, existence and/or development of molds, mildew, toxins, or fungi. Given the climate and humid conditions in Florida, mold mildew, spores, fungi and or other toxins may exist and/or develop within the structure. Buyer is hereby advised that certain molds, mildew, spores, fungi, and/or other toxins may be, or if allowed to remain in the structure for a period of time may become toxic and potentially pose a health risk. Buyer or his representative agree to have deemed to assume the aforementioned risk and have indemnified Prestige from any/all liability, claims resulting from the same, including without limitation, any liability or incidental or consequential damages. Buyer or his agent understands and agrees that Prestige, disclaims any responsibility for any illness or allergic reactions which may be experienced by purchaser, its pets, its family members and/or their guests, tenants, and invitees (collectively, buyer's guest) as a result of mold, mildew, fungus, or spores or toxins. If a representative of Prestige advises he sees mold or any derivatives of mold, it's an opinion. Prestige recommends the customer get additional opinions by an independent mold remediation company. Prestige will not be held responsible for a misdiagnosis of mold or any derivative thereof. Prestige can not in any way accurately determine if it is mold in your system. Prestige makes no guarantees to humidity levels.

MISDIAGNOSIS/ESTIMATES: Customer relieves A Prestige Air Conditioning & Heating Specialists and its employees or affiliates of any/all misdiagnosis. Furthermore, all estimates/opinions are just that, our opinions.

Prestige encourages all customers to get a 2nd opinion from an independent licensed air conditioning company to provide them with a second opinion and/or estimate. As within any trade, different technicians will have different opinions and may provide the customer with different options.

FILTERS: Filter(s) should be replaced at a maximum of every 30 days with a quality pleated filter. If your filter is very dirty in a 30 day period it is recommended to change the filter more frequently. Though your equipment may have come with a washable filter by the manufacturer it is recommended to be replaced with a high quality disposable filter. Filter changes are NOT covered under your labor warranty. Note: You may have multiple filters in your air conditioning system. Prestige will not be responsible for errors in sizing of filters that are given by the customer. Air handlers that are replaced may require the purchase of custom made filters at customer’s expense.

MAINTENANCE: While it is strongly recommended (and usually required by your equipment manufacturer to validate your warranty) is it NOT a guarantee that you will not have an equipment failure, mold growth, or a water leak. The performance of routine maintenance usually helps to negate these issues, but CAN NOT be guaranteed by Prestige. Furthermore, routine maintenance CAN NOT guarantee the cleanliness of your ducts, condensation lines, evaporator and condenser coils whether it be mold, dust, hair, etc. Please check your owner’s manual for your equipment manufacturer's recommended maintenance schedule. Maintenance is not a part of your first year labor warranty, It is the responsibility of the customer to contact Prestige, to schedule preventative maintenance needs for your specific system(s). Maintenance agreement holders will not have their agreements extended for missed inspections that were not scheduled by the customer. Prestige does not provide filters with our maintenance calls, or for our maintenance agreement holders. Prestige will only install the customer’s supplied filters while we are at said location. Customer must call to schedule any/all maintenance calls - this includes maintenance agreement holders. Agreements will not be extended for additional periods due to missed maintenances.

REFRIGERANT GAS: If your system requires gas, there is a strong likelihood of a refrigerant leak, A leak check, repair and recharge should be performed. Prestige will not guarantee a system against refrigerant leaks unless it is a part or piece of equipment that is currently under warranty by Prestige. There is no warranty on how long Freon will remain in your system if there is a refrigeration leak. Prestige will not be responsible for subsequent Freon leaks found after the repair or change of equipment regardless of whether a leak search was performed or not. Freon leaks repaired by Prestige will only have a 30 day warranty in that exact location where the leak was repaired. Subsequent leak repairs and the recharging of Freon will be charged additionally for.

CREDIT CARDS: Customer agrees to allow A Prestige Air Conditioning & Heating Specialists, to charge their credit card for any/all deposits, balances, and extras outlined in this contract. Customer agrees to NOT dispute said charges. Customer understands that the signing of this proposal/service invoice, etc, shall act in lieu of an actual signature on the credit card slip.

Preventative Maintenance Agreement AUTOPAY: Customer agrees that they are purchasing a continuous subscription. Preventative Maintenance Agreement customers will automatically be set up on annual autopay. By signing this contract on the reverse side, you authorize us to automatically charge the credit card you have provided and be billed as soon as the 1st business day after active PM Agreement has expired. The PM Agreement will automatically renew at the current rate for the same products previously selected. Current subscription may not be canceled during the active subscription period; however, customer may cancel subscription renewal by emailing us at customercare@aprestigeair.com and notifying us to terminate prior to it renewing. If customer cancels subscription at any time during active subscription period, they will continue the benefits until the next billing (renewal) date. Any terminations received after renewal date will be notice that the active PM Agreement will terminate at the end of the current agreement date and will not be renewed again.

MODEL NUMBERS/BRANDS/NEW EQUIPMENT: Model #’s are constantly changing with the various manufacturers on an almost monthly basis. We reserve the right to substitute equipment model/brand #’s for the equivalent model/brand # (equal to or better) then what was quoted for on your invoice/proposal. Prestige

is not responsible for inaccurate information provided by the manufacturer. Customer is required to register all new equipment including but not limited to air handlers, condensers, and furnaces directly with the

manufacturer online in order preserve their warranty with the serial numbers on the equipment.

CANCELLATION FEES: Any/all scheduled installations that are canceled by the customer shall/will have a 10% cancellation charge regardless of reason for cancellation. If a permit has already been purchased by Prestige for said job, customer shall/will be responsible for the entire permit fee provided on estimate and any other fees incurred by Prestige. If a crane was required for said job, there will be a $100 cancellation fee for this due to Prestige.

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A Prestige Air Conditioning and Heating Specialists, Inc

CALL US TODAY
(321) 559-1030

Your Proposal
EVEN BETTER

Villa Sol Cdd Freddy Blanco

Address: 3050 Puerta Del Sol Boulevard Kissimmee, FL 34744

Phone: (407) 947-2489

Email: Freddy.blanco@inframark.com

Consultation Code: ENGXFTRGY

Date Presented: Feb 17, 2023

Expiration Date: May 18, 2023

Presented by: Mike Ashmore

Phone: (912) 532-1930

Email: servicemgr@aprestigeair.com

Next Steps

1. Review your proposal below
2. Scroll down to easily

Review Terms And Sign Proposal

About Us

Our customers best interests will always come first, and everything we do is guided by our strong belief in values, and professional ethics.

A PRESTIGE AIR is a company that will....

• Provide 100% customer satisfaction and prove that we are willing to go the extra mile to make that happen

• Be open and honest

• Work together as a team to maximize employees strengths to better serve our customers

• Lead in offering progressive ideas and products to serve our customers needs and wants

CHECK OUT OUR 4.8 STAR RATING & REVIEWS ON GOOGLE (Link is below)

https://www.google.com/maps/place/A+Prestige+Air+Conditioning+%26+Heating+Specialists/@28.3824595,-81.5493194,10z/data=!4m5!3m4!1s0x0:0x867396ff62139ac6!8m2!3d28.3824595!4d-81.5493194 (https://www.google.com/maps/place/A+Prestige+Air+Conditioning+%26+Heating+Specialists/@28.3824595,-81.5493194,10z/data=!4m5!3m4!1s0x0:0x867396ff62139ac6!8m2!3d28.3824595!4d-81.5493194)

You can also click on the link to our website below to view customer reviews & intriguing information regarding your air conditioner and/or air purification system.

WWW.APRESTIGEAIR.COM

LICENSED & INSURED

System

Goodman GSZ 15.5 Seer Heat Pump 5 Ton

EQUIPMENT 2 ITEMS

Category: Condenser

Name: Goodman, GSZ14 OR GSZ16, 5.00 Ton, Heat Pump

Number: GSZ-15.5 Seer 1 Stg Comp & PSC Motor **AVPTC

Category: Fan Coil

Name: Goodman, AVPTC - Variable Speed & Communicating Capable Blowers, 5.00 Ton, Air Handler

Number: AVPTC-15.5 Seer Variable ECM Blower -Comm Abi

INCLUDES 5 ITEMS

Category:HVAC Add-Ons / Quantity: 1

Name: RX FLUSH for R22 or compressor burnout REQUIRED

Number:

Category:Heat kits / Quantity: 1

Name: Goodman Heat Kit - 5KW WITH BREAKER 1 Phase Power

Number:

Category:Services / Quantity: 1

Name: 1 Year Labor Warranty

Number:

Category:Services / Quantity: 1

Name: 10 Year Manufacture Parts Warranty

Number:

Category:Services / Quantity: 1

Name: 2 Free Preventative Maintenances for Non PMA customers ($195 Value) to begin 6 months after installation

Number:

WHAT YOU'LL GET 16 ITEMS

*** DRAINLINES: Existing Drain lines are not replaced unless included in proposal as a separate line item. Clearing drainline(s) after new equipment installation is NOT included in labor warranty.

*** REFRIGERANT LINESETS: Existing (and usually original when the home was built) refrigerant linesets are not replaced with new equipment unless included in proposal as a separate line item. We will do a leak test on them ($475 Value) at time of new equipment installation. If there is a leak, new linesets will be required to be installed at time of installation which is an additional charge.

*REQ in 2023: 2023 New Equipment Models

After installation of new unit, we will check the static pressure of your unit and see if any returns need to be added or grills enlarged, or changed in order to supply the unit with enough air to run properly. If any of this needs to be added, this will be an additional charge after installation.

Any breakers that are needed, per the new unit requirements, are an additional charge of $135 for residential & $185 for commercial per breaker

Chemical drain line clear - We include a chemical drain line clear with every new unit installation. This removes the mineral deposits and algae and slime build up from the inside of your drainlines to keep your new unit performing at its best and help to prevent water damage to your home.

New 3/4" Plywood Deck (if applies)

New filter drier to filter out contaminants out of the refrigerant is installed with every new system

New float safety switch to help prevent water damage and new PVC at the air handler indoor unit is included

Re-installation of customers EXISTING UV Light or RGF Air Purification Unit into new unit - If customer has an existing (previously purchased) UV coil light or RGF purification system that is in good working order, we will reinstall the item into their new AH unit free of charge at time of new unit installation.

We will adjust and balance refrigerant charge after installation of the refrigerant line sets.

We will either wire in your existing thermostat to your new unit, or install a new one of your choice. We will connect it to the internet (if WIFI), and show you how to use it including the smart thermostats features (if applicable).

We will ensure that the indoor coil is accessible and that the filter can be changed easily.

We will ensure that your home remains clean and everything is replaced properly.

We will perform airflow and static pressure tests to determine maximum system size that can be installed on existing ductwork.

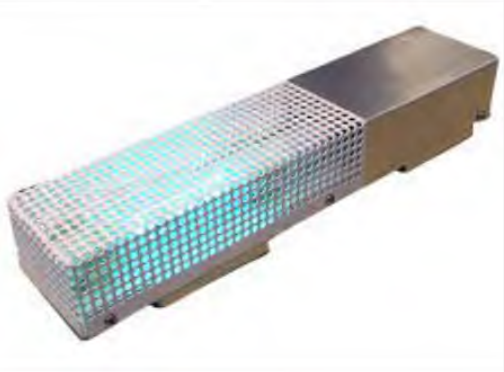
We will performs an inspection to ensure the system is sized properly for the needs of your home.

WE RECOMMEND

You can add any of the following items that we've carefully selected to complement your proposal:

RGF REME HALO-LED Air Purification System

$1,695.00



RGF Blower Mount & Package Unit Air Purification System PHI-PKG

$1,245.00

Google Nest - 3rd Generation Learning Thermostat

$399.00

Surge Protectors (2) for AH & Condenser

$399.00

INVESTMENT DETAILS

UV Coil Purification Light for Coil Health	Box of (12) Filters for your New AC System	
Sale Price		$11,570.00
$255.00	$185.00	
Total Investment The Total Investment is the total cost of the goods and services described in this proposal		**$11,570.00**

PAYMENT TERMS

50% Deposit & 50% Due Upon Completion

SIGNATURE

DATE:

TERMS AND CONDITIONS

A Prestige Air Conditioning & Heating Specialists, Inc. and its employees, directors, officers and affiliates shall herein be referred to as Prestige, and/or A Prestige Air Conditioning & Heating Specialists and/or any derivative thereof.

LIABILITY: Regardless of cause, fault or time, Prestige's extent of liability for any and all work performed by, and maintained by A Prestige Air will be limited to labor only (when labor is performed by Prestige, and within the allocated labor warranty period.) This shall include any/all equipment failures, water leaks, and/or loss of use. This labor will only be allotted to customer when said work or items are warranty related issues. This is usually 30-days labor on parts and service, and 1-year labor on equipment installations. Equipment is to be considered a split system, and/or a condenser, and/or an air handler. Any other items are considered parts. Duct cleaning and/or dryer vent cleanings carry no warranty, nor can we clean areas we deem to be inaccessible by our duct cleaning machine. Customer relieves us of the inability to clean particular areas of their duct work. Parts and/or equipment shall revert to your manufacturer's warranty, if any. Once parts or equipment are ordered and/or installed, Prestige, can not, and will not remove any equipment and/or parts for

refund or upgrade regardless of reason or cause. The appropriate measures will have to be taken with the equipment manufacturer for replacement parts (there may be a handling charge by the manufacturer, and./or

Prestige). Prestige shall be held harmless for any.all claims arising out of any/.all service calls, maintenance related issues, estimates, opinions, diagnosis of possible mold, installed equipment, parts, duct work, etc. regardless of whether or not Prestige had actual or constructive notice written or otherwise of any claim, defect or condition resulting from any product, equipment, service, maintenance, and/or installation. Customer authorizes Prestige to dispose of any/all parts or equipment that was removed or replaced. Customer further holds Prestige harmless for any and all loss of use and/or damages as a result of any/all failures of refrigeration equipment, coolers, and wine cellars' regardless of cause. This shall include but not limited to wine turning, food spoilage, etc. Not responsible for theft, damage and/or acts of nature/God once equipment or materials are left in the customer's possession. Prestige makes no guarantees and/or warranties in relation to the effectiveness of any/all forms of lightning arrestors and/or surge protectors. Prestige relies on a manufacturer's product literature as to what an item can do, and can't do. Customer relieves Prestige from any/all liabilities of any/all items if said item does not perform as the manufacturer specifies it will - and all damage caused because of said items failure and inability to perform as described. Prestige makes no guarantees on noise levels on any system.

WATER LEAKS/DRAINLINES: Under NO circumstances, regardless of fault or time, will Prestige be responsible for any water leak(s) and/or any damage of any kind or nature. Including but not limited to, customers that have some sort of float switch installed on their system. Having maintenance performed does not necessarily mean you will not encounter a water leak and/or clogged drain line. We will most likely give you repair options to correct the issue after the 1st drain clear. For multi-family property's or any properties that have a "Main Line" (which is defined as: the unit has a drainline that then empties into a main or common drainline which supports more than 1 unit). Main line clearing in any properties that have any kind of common drainline is NOT covered under any warranty. Only the line in the unit to the main or common line is.

WARRANTY WORK: Warranty work and/or service calls for warranty work will be performed during our normal working hours between 8am and 4pm, Monday - Friday. Holidays excluded. Same day service is not always guaranteed. Warranty work/service calls requested after hours will be billed at our after hours rates. Warranty calls that are determined by Prestige to be maintenance related issues will be billed at regular rates. The warranty period on all equipment installations, and or new construction becomes effective on the date of installation and/or start up. It is the responsibility of the customer to provide any and all warranty documentation on said warranty parts. If said warranty item is not covered under the manufacturers warranty or rejected for warranty regardless of reason, customer will be back charged for said warranty item at Prestige's going rate for said item. Any/all items that cannot be returned by Prestige to the appropriate vendor or rejected by said vendor shall be non-returnable/non-refundable to the customer. Under NO circumstance will Prestige remove any equipment or parts, ultra violet lights, parts, thermostats, duct work, grills, etc once they are installed. Battery replacement for your thermostat will be billed at regular rates. There is no warranty on batteries. Duct cleaning does not carry any warranties, nor can we guarantee the cleanliness of your ducts after said cleaning - nor will duct cleaning remove mold. Prestige provides a 1-year labor warranty on new equipment (air handlers & condensers) installations, and 30-days labor on all parts. See above Water Leaks. All other items will revert back to the manufacturer's warranty, if any. No employee or agent of Prestige is authorized to alter or change the terms and conditions of the aforementioned warranty. Dirty filters and/or incorrect filters can void your manufacturers & labor warranty. Manufacturer's time frame for their limited warranty shall supersede what is written on the proposal. If an error is made by Prestige for the time frame of their warranty, the customer shall relieve us of liability and adhere to the manufacturer's time frame and shall not look to Prestige for compensation. Warranty must be registered by customer. If another company works on any/all parts or equipment that is under warranty by Prestige, said warranty is/will be null and void.

LICENSING: Any work that is out of the scope of A Prestige AIr Conditioning & Heating Specialists state license shall be performed by a licensed contractor chosen by the customer, contacted by the customer and paid for by the customer. Prestige will not be responsible for said cost for any reason and will be held harmless for any/all liabilities arising out of their work. This shall include any work that is required by your local governing authority to bring all work out of the scope if A Prestige AIr Conditioning & Heating Specialists, Inc, license up to mechanical code.

ACCESS: Customer or its agent agrees to provide unrestricted clear & safe access to any and all areas Prestige needs access to. Prestige shall not be responsible for any/all damages arising out of any/all work

performed by Prestige or its affiliates. This is to include but not limited to, damage to landscaping, shelving, crown molding, ceiling, paint, sticcp. Etc. and/or any items inside or outside of the property that we move to gain access. Customer agrees to allow Prestige to enter said property/premises TO REMOVE ANY/ALL PARTS AND/OR EQUIPMENT THAT HAS AN OUTSTANDING BALANCE ON IT.

INSTALLATIONS: Unless otherwise noted on the proposal and paid for by the customer, all equipment installations are installed to the existing: air handler and/or condensor, ductwork, stand, slab, platform, plenum, supply/return grills, curbs, curb adapters, refrigeration lines, condensation lines, armoflex, thermostat, condensation pumps, and high and low voltage electrical, breakers, and disconnect boxes. Units will be installed at the existing location of the equipment being replaced. Customer authorizes Prestige to act as their agent by signing on behalf of them for any permits. Customer is required to register all new equipment including but not limited to air handlers, condensers, and furnaces directly with the manufacturer online in order preserve their warranty with the serial numbers on the equipment.

UNIT SIZING: All units being replaced will be of the same nominal tonnage of what is being replaced. If customer wants equipment that does NOT correspond with the nominal tonnage that is currently on the premises then said customer assumes all responsibility arising out of under-sizing and/or over-sizing said equipment, and any and all damage caused herein from said installation.

SEER RATING: SEER (Seasonal Energy Efficient Ratio) rating can only be guaranteed by the manufacturer when matched with the appropriate equipment (air handler and condenser), refrigeration lines, and electrical wiring. Example: You may purchase a condenser or an air handler with a specific SEER rating. What that means is that a piece of equipment has the ability to reach that specified SEER rating if matched with the appropriate items outlined above. Prestige, makes no guarantee to actual or estimated energy savings on any new or existing equipment.

ULTRA VIOLET LIGHTS/RGF AIR PURIFICATION SYSTEMS: Also known as UV lights. While UV lights can greatly reduce the growth of mold in the immediate area where the UV light makes contact - there is not a 100% guarantee that mold or its derivatives can not continue to grow when exposed to UV light. UV light bulbs need to be replaced yearly as the bulb has a natural digression of power over time. They can be purchased and installed by Prestige, under NO circumstances should a consumer look at the UV light directly, attempt to change the bulbs on their own, or attempt any repairs to said unit. LOOKING AT AN ULTRA VIOLET LIGHT DIRECTLY CAN CAUSE SERIOUS AND PERMANENT EYE DAMAGE AND OR BLINDNESS. By purchasing said item, customer relieves Prestige, of any and all liability for the aforementioned. The labor warranty on UV's light is 30 days. A Prestige Air Conditioning & Heating Specialists, assume no responsibility for non-operational bulbs or power packs. Bulbs should be replaced annually. Prestige is not responsible for erosion of wires, plastics, and duct work. RGFs have a 5 year warranty on them through the manufacturer if registered.

MOLD: Under no circumstances will Prestige be responsible for any and all mold whether in the interior or exterior of the air conditioning system, duct work, or any other location in the residence or building. This shall apply to all systems installed, serviced, or maintained by Prestige. Prestige hereby disclaims any expressed and/or implied warranty whether established by statutory, common, case law or otherwise, as to design construction, sound and.or odor transmission, existence and/or development of molds, mildew, toxins, or fungi. Given the climate and humid conditions in Florida, mold mildew, spores, fungi and or other toxins may exist and/or develop within the structure. Buyer is hereby advised that certain molds, mildew, spores, fungi, and/or other toxins may be, or if allowed to remain in the structure for a period of time may become toxic and potentially pose a health risk. Buyer or his representative agree to have deemed to assume the aforementioned risk and have indemnified Prestige from any/all liability, claims resulting from the same, including without limitation, any liability or incidental or consequential damages. Buyer or his agent understands and agrees that Prestige, disclaims any responsibility for any illness or allergic reactions which may be experienced by purchaser, its pets, its family members and/or their guests, tenants, and invitees (collectively, buyer's guest) as a result of mold, mildew, fungus, or spores or toxins. If a representative of Prestige advises he sees mold or any derivatives of mold, it's an opinion. Prestige recommends the customer get additional opinions by an independent mold remediation company. Prestige will not be held responsible for a misdiagnosis of mold or any derivative thereof. Prestige can not in any way accurately determine if it is mold in your system. Prestige makes no guarantees to humidity levels.

MISDIAGNOSIS/ESTIMATES: Customer relieves A Prestige Air Conditioning & Heating Specialists and its employees or affiliates of any/all misdiagnosis. Furthermore, all estimates/opinions are just that, our opinions.

Prestige encourages all customers to get a 2nd opinion from an independent licensed air conditioning company to provide them with a second opinion and/or estimate. As within any trade, different technicians will have different opinions and may provide the customer with different options.

FILTERS: Filter(s) should be replaced at a maximum of every 30 days with a quality pleated filter. If your filter is very dirty in a 30 day period it is recommended to change the filter more frequently. Though your equipment may have come with a washable filter by the manufacturer it is recommended to be replaced with a high quality disposable filter. Filter changes are NOT covered under your labor warranty. Note: You may have multiple filters in your air conditioning system. Prestige will not be responsible for errors in sizing of filters that are given by the customer. Air handlers that are replaced may require the purchase of custom made filters at customer’s expense.

MAINTENANCE: While it is strongly recommended (and usually required by your equipment manufacturer to validate your warranty) is it NOT a guarantee that you will not have an equipment failure, mold growth, or a water leak. The performance of routine maintenance usually helps to negate these issues, but CAN NOT be guaranteed by Prestige. Furthermore, routine maintenance CAN NOT guarantee the cleanliness of your ducts, condensation lines, evaporator and condenser coils whether it be mold, dust, hair, etc. Please check your owner’s manual for your equipment manufacturer's recommended maintenance schedule. Maintenance is not a part of your first year labor warranty, It is the responsibility of the customer to contact Prestige, to schedule preventative maintenance needs for your specific system(s). Maintenance agreement holders will not have their agreements extended for missed inspections that were not scheduled by the customer. Prestige does not provide filters with our maintenance calls, or for our maintenance agreement holders. Prestige will only install the customer’s supplied filters while we are at said location. Customer must call to schedule any/all maintenance calls - this includes maintenance agreement holders. Agreements will not be extended for additional periods due to missed maintenances.

REFRIGERANT GAS: If your system requires gas, there is a strong likelihood of a refrigerant leak, A leak check, repair and recharge should be performed. Prestige will not guarantee a system against refrigerant leaks unless it is a part or piece of equipment that is currently under warranty by Prestige. There is no warranty on how long Freon will remain in your system if there is a refrigeration leak. Prestige will not be responsible for subsequent Freon leaks found after the repair or change of equipment regardless of whether a leak search was performed or not. Freon leaks repaired by Prestige will only have a 30 day warranty in that exact location where the leak was repaired. Subsequent leak repairs and the recharging of Freon will be charged additionally for.

CREDIT CARDS: Customer agrees to allow A Prestige Air Conditioning & Heating Specialists, to charge their credit card for any/all deposits, balances, and extras outlined in this contract. Customer agrees to NOT dispute said charges. Customer understands that the signing of this proposal/service invoice, etc, shall act in lieu of an actual signature on the credit card slip.

Preventative Maintenance Agreement AUTOPAY: Customer agrees that they are purchasing a continuous subscription. Preventative Maintenance Agreement customers will automatically be set up on annual autopay. By signing this contract on the reverse side, you authorize us to automatically charge the credit card you have provided and be billed as soon as the 1st business day after active PM Agreement has expired. The PM Agreement will automatically renew at the current rate for the same products previously selected. Current subscription may not be canceled during the active subscription period; however, customer may cancel subscription renewal by emailing us at customercare@aprestigeair.com and notifying us to terminate prior to it renewing. If customer cancels subscription at any time during active subscription period, they will continue the benefits until the next billing (renewal) date. Any terminations received after renewal date will be notice that the active PM Agreement will terminate at the end of the current agreement date and will not be renewed again.

MODEL NUMBERS/BRANDS/NEW EQUIPMENT: Model #’s are constantly changing with the various manufacturers on an almost monthly basis. We reserve the right to substitute equipment model/brand #’s for the equivalent model/brand # (equal to or better) then what was quoted for on your invoice/proposal. Prestige

is not responsible for inaccurate information provided by the manufacturer. Customer is required to register all new equipment including but not limited to air handlers, condensers, and furnaces directly with the

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Quote

AMV ProSolutions LLC.
1645 Chatsworh Circle
Saint Cloud FL 34771
US
321-337-9521
avprosolutions21@gmail.com

BILL TO
Villa Sol Cdd
Tax Reg No. : 3050 puerta del sol blvd Kissimmee fl 34744
herman.perez@villasolcdd.org

Quote # 40
Date Jan 27, 2023

Item	Quantity	Price	Amount
New installation unit 5 ton New installation whit 10 year on part and 1 year on labor. Unit brand Carrier	1	$7,500.00	$7,500.00

Subtotal $7,500.00

Grand Total
$7,500.00

undefined

Subsection 8Bii

Guardhouse Air Conditioning

NEW COMFORT SYSTEM PROPOSAL

A Prestige Air

AC & Heating Specialists

This is CASH OR CHECK Pricing. Please add 6 if paying with a Credit Card

censed & Insured #CAC1819189

11 Camerbur Dr. Orlando, 32805

321) 559-1030 www.aprestigeair.com

Customer	Villa Sol CDD- Security Guard House
Install Address	3050 Puerta Del Sol Blvd
	Kissimmee, FL
Phone Number	Freddy Blanco 407-947-2489
Email Address	freddy.blanco@inframark.com

A Prestige Air proposes to furnish, install and warranty the related equipment for your home in accordance with the condition and specifications set forth in this proposal.

Customer Approval _____

We propose to furnish and install the following named equipment and material *(quoted price valid for 30 days from 2.21.23)*

	Daikin Mini Split SC 18K Btu - 17 SEER		Daikin Mini Split SC 18K Btu - 19 SEER		Mitsubishi Mini Split SC 18K Btu - 20.5 SEER	
	$3,529		$3,879		$4,699	
Cond. M/N	RKB18AX		RK18AX		NTYSST18	
A/H M/N	FTKB18AX		FTK18AX		NTYWST18	
Parts Warr.	10 YEARS	17 Seer	10 YEARS	19 Seer	5 Years	20.5 Seer
Labor Warr.	1 YEAR		1 YEAR		1 YEAR	
	INSTALLATION INCLUDES		INSTALLATION INCLUDES		INSTALLATION INCLUDES	
	Handheld Digital Wireless Remote		Handheld Digital Wireless Remote		Handheld Digital Wireless Remote	
	Autofan Speed Control		Autofan Speed Control		Autofan Speed Control	
	Inverter Compressor		Inverter Compressor		Inverter Compressor	
	New 14/4 communication wiring from Head to Condenser		New 14/4 communication wiring from Head to Condenser		New 14/4 communication wiring from Head to Condenser	
	New Drainline		New Drainline		New Drainline	
	New Copper refrigerant linesets		New Copper refrigerant linesets		New Copper refrigerant linesets	
	Achoring in the condenser & New Hurricane Straps		New Hurricane Straps		New Hurricane Straps	
	New Condenser Pad		New Condenser Pad		New Condenser Pad	
	New Filter Drier		New Filter Drier		New Filter Drier	
	1 Phase Types 1 & 2 SPD Protection AC Surge Protector (120/240v)		1 Phase Types 1 & 2 SPD Protection AC Surge Protector (120/240v)		1 Phase Types 1 & 2 SPD Protection AC Surge Protector (120/240v)	
	*ADD $275 Pick up fee if not local		*ADD $275 Pick up fee if out of area		*ADD $275 Pick up fee if out of area	
					*ADD $379 for Wifi Adapter if you want to control from your phone	
	ADD $135 FOR EACH BREAKER REQ		ADD $135 FOR EACH BREAKER REQ		ADD $135 FOR EACH BREAKER REQ	
	ADD $289 IF WANT OUTSIDE CONDENSER ATTACHED TO WALL with BRACKET INSTEAD OF PAD ON GROUND		ADD $289 IF WANT OUTSIDE CONDENSER ATTACHED TO WALL with BRACKET INSTEAD OF PAD ON GROUND		ADD $329 IF WANT OUTSIDE CONDENSER ATTACHED TO WALL with BRACKET INSTEAD OF PAD ON GROUND	

ALL UNITS INCLUDE MATERIALS, EQUIPMENT, INSTALLATION, REMOVAL OF OLD & TAX

Quote

AMV ProSolutions LLC.
1645 Chatsworh Circle
Saint Cloud FL 34771
US
321-337-9521
avprosolutions21@gmail.com

BILL TO
Villa Sol Cdd
Tax Reg No. : 3050 puerta del sol blvd Kissimmee fl 34744
herman.perez@villasolcdd.org

Quote # 30
Date Jan 7, 2023

Item	Quantity	Price	Amount
Unit Mini split 12,000 BTU 1 year in warranty	1	$800.00	$800.00
Surge protection 1 Phase, Types 1 & 2 SPD Protection AC Surge Protector (120/240V)	1	$100.00	$100.00
IInstallation Installation of unit is included replacement of copper lines replacement of Disconnective anchoring in the condenser and removal of existing unit. The labor warranty 1 year after the installation date.	1	$1,200.00	$1,200.00

Subtotal $2,100.00

Grand Total
$2,100.00

undefined

Subsection 8Biii

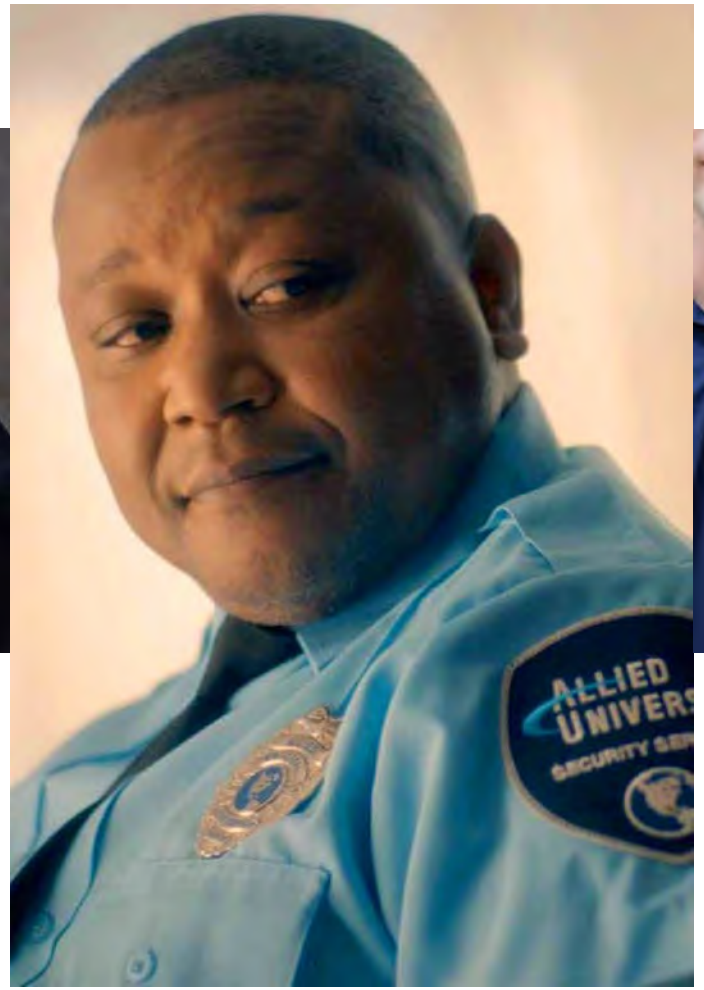
Guardhouse Security

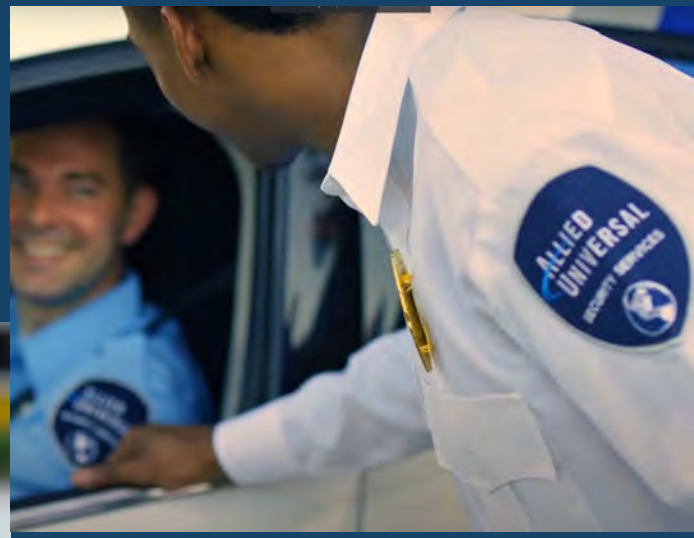
Villa Sol CDD

ALLIED UNIVERSAL®

There for you.

Security Professionals





- Access Control
- On-site Patrols
- Badging Operations
- Security Operations Center Operators
- Traffic Control
- Lobby Officers
- Concierges
- Couriers
- EMTs
- Fire/Life Safety
- Armed Officers
- Cleared Officers

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Security Professionals

PATROL SERVICES

- Window/door/lock checks
- Vehicle/illegally parked car reports
- Awareness for suspicious/unlawful activity
- Alarm response and violations
- Leaks and hazard reports
- Equipment and construction site inspections
- Visitor assistance or escorts
- Collaborating with first responders

VALUE TO YOU

- Protection during vulnerable hours
- Patrol professionals help maintain a safe environment at facilities by showing a regular presence
- Completely customizable to meet unique needs
- Alarm response
- Deter trespasses

ALLIED UNIVERSAL® **VEHICLE TRAINING**

- Driver/Vehicle Policy
- Rules on Vehicle Operations
- Patrol Driving
- Accident Reporting
- Vehicle Inspection Checklist
- Vehicle Trip Log
- Accident Reporting Procedures
- Driver Training Practical Checklist

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AUHireSmart™ ALLIED UNIVERSAL'S RECRUITING SOLUTION

MAXIMIZED APPLICANT POOL
More applicants, more selective hiring

ENGAGE WITH APPLICANTS AS SOON AS POSSIBLE
Employees choose us before engaging with other employers

MOVE THE MOST QUALIFIED CANDIDATES TO THE FRONT OF THE LINE
Ensuring the best applicants are fast-tracked

ENHANCE THE APPLICANT EXPERIENCE
Great initial interactions deliver phenomenal employees

TECHNOLOGY AUTOMATION
Streamlining processes to hire smarter, better, and faster

BUSINESS INTELLIGENCE
Real-time dashboards for immediate response to changing markets

© 2022 Allied Universal®

TECHNOLOGY AND RECRUITING PRACTICES THAT GUIDE AND DRIVE THE BEST PEOPLE TO YOU

REAL-TIME DASHBOARDS FOR IMMEDIATE RESPONSE TO CHANGING MARKETS

FIND

BUSINESS INTELLIGENCE PLATFORM

MONITOR, REFINE & ANALYZE REAL TIME

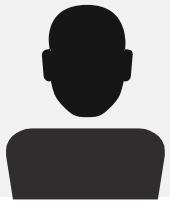
Targeted Programmatic Marketing

Strong social media presence

1,000s of job board partners

Interactive career site

Referral application with bonuses for select jobs



MAXIMIZED APPLICANT POOL

VISIBILITY TO APPLICATION FLOW

ENGAGE WITH APPLICANTS AS SOON AS POSSIBLE

- *Text to apply*
- *Mobile optimized career site*
- *Recorded video assessment 24/7*

HIGHEST QUALIFIED CANDIDATES MOVE TO THE FRONT OF THE LINE

DATA DRIVEN DECISION MAKING TO IMPROVE CONVERSION RATES & TIME TO HIRE

SELECT

KNOW WHEN APPLICANTS AREN'T MOVING THROUGH PROCESS

SEAMLESS CANDIDATE EXPERIENCE

Automated text outreach and interview scheduling

1:1 in-person or video interview with Hiring Manager

QUALIFY

Background Check/State Requirements

New Hire Surveys

Pre-Hire Assessment and Orientation

HIRE

VALIDATION OF STRATEGY

SCREEN

ACCELERATING CANDIDATE VELOCITY

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Background Screening

PERSONAL INFORMATION

- Where has applicant resided over the past ten years?
- What is the history associated with the social security number?
- Has the applicant's I-9 been verified through the E-Verify work authorization program?

WORK HISTORY

- What is the applicant's employment history over the past ten years?
- Is there any information omitted from their application?
- Are there any unexplained gaps in the employment history?

EDUCATION BACKGROUND

- What is the highest level of education completed?
- Are the degrees and/or certifications claimed valid and from accredited institutions?
- Are there any unexplained gaps in their employment history?

PSYCHOLOGICAL TESTING

- Has a proctored MMPI personality test to determine suitability for assignment prior to placement been conducted? (CPO)

GOVERNMENT VERIFICATIONS

- Is the applicant listed on the Specially Designated Nationals (SDN) or Blocked Persons list maintained by the Office of Foreign Assets Control (O.F.A.C.) as defined by the Patriot and Trading with the Enemy Acts?
- Did the applicant clear screening against more than 100 governmental registries, exclusion and sanction lists)?

DRIVING RECORD

- Does the applicant possess a valid Driver's License?'
- Are there any traffic violations in their driving record?

CRIMINAL

- Has the applicant been convicted of a local, state or federal crime in any state (or county if state-wide search is unavailable) where they have lived during the past ten years?

MILITARY SERVICE (if applicable)

- Are there any areas of concern on the applicants original DD-214?

DRUG TESTING

- Can the applicant pass a 10-panel drug screen?

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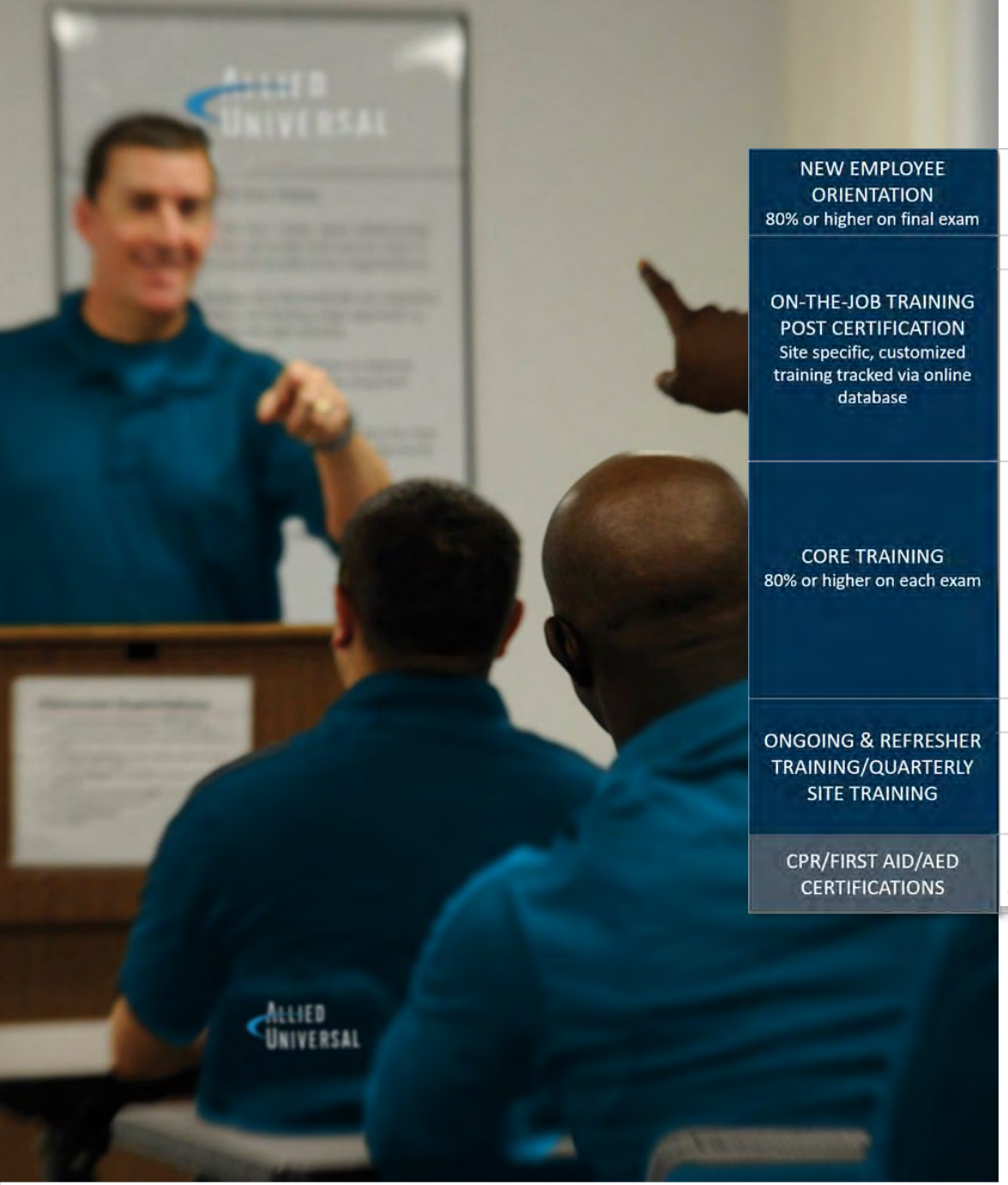
Training



NEW EMPLOYEE ORIENTATION 80% or higher on final exam	• 3- hour interactive training • Topics: onboarding, policies/procedures, safety and emergency management, legal powers and limitation.
ON-THE-JOB TRAINING POST CERTIFICATION Site specific, customized training tracked via online database	**SAMPLE TOPICS** • Access Control • Active Shooter • Bomb Threats • CPR/First Aid/AED • Electrical Emerg. • Equipment Removal • Fire Alarm Response • ID Checks • Key Control • Mechanical Emergencies • Media Relations • Medical Emergencies • Opening/Closing Procedures • Parking & Enforcement • Parking Lot Security • Patrol Techniques • Post Responsibilities • Report Writing • Terrorism Awareness • Use of Telephones • Vehicle Assistance • Water Leaks • Weather Emergencies
CORE TRAINING 80% or higher on each exam	• Introduction to Contract Security • Legal Aspects of Private Security • Note Taking and Report Writing • Importance of Documentation • Patrol and Observation • Liability and Loss Prevention • Appearance and Wellness • Exceptional Customer Care • Difficult People or Situations • Introduction to Safety • First Aid, CPR and AED • Harassment • Post Orders • Workplace Violence • Emergency Management • Indicators of Terrorist Surveillance • Personal Safety • Video Surveillance • Bomb Threats • Media Management
ONGOING & REFRESHER TRAINING/QUARTERLY SITE TRAINING	**SAMPLE TOPICS** • Fire Alarms • Access Control • Bomb Threats • Patrol • Medical Emergencies • Suspicious Persons/ Disturbances • Water Leaks • Customer Service • Safety • Elevator Entrapments • Power Outages
CPR/FIRST AID/AED CERTIFICATIONS	Many of our full-time trainers are certified First Aid/CPR/AED instructors. Training can be completed via local office pre-assignment; certifying agency; via trainers at your site, etc. Trainees receive certificates and certification anniversary dates tracked online.

METHODS

- Virtual Instructor-led Training (vILT)
- Instructor-led
- On-the-Job Training
- Scenario-based Learning
- eLearning and Mobile Accessible

METRICS

- Performance Data Easily Retrieved for Review
- Training Records Capture
- Effectively Monitor & Evaluate Security Professional's Progress & Compliance

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Post Monitoring, Communication, & Reporting

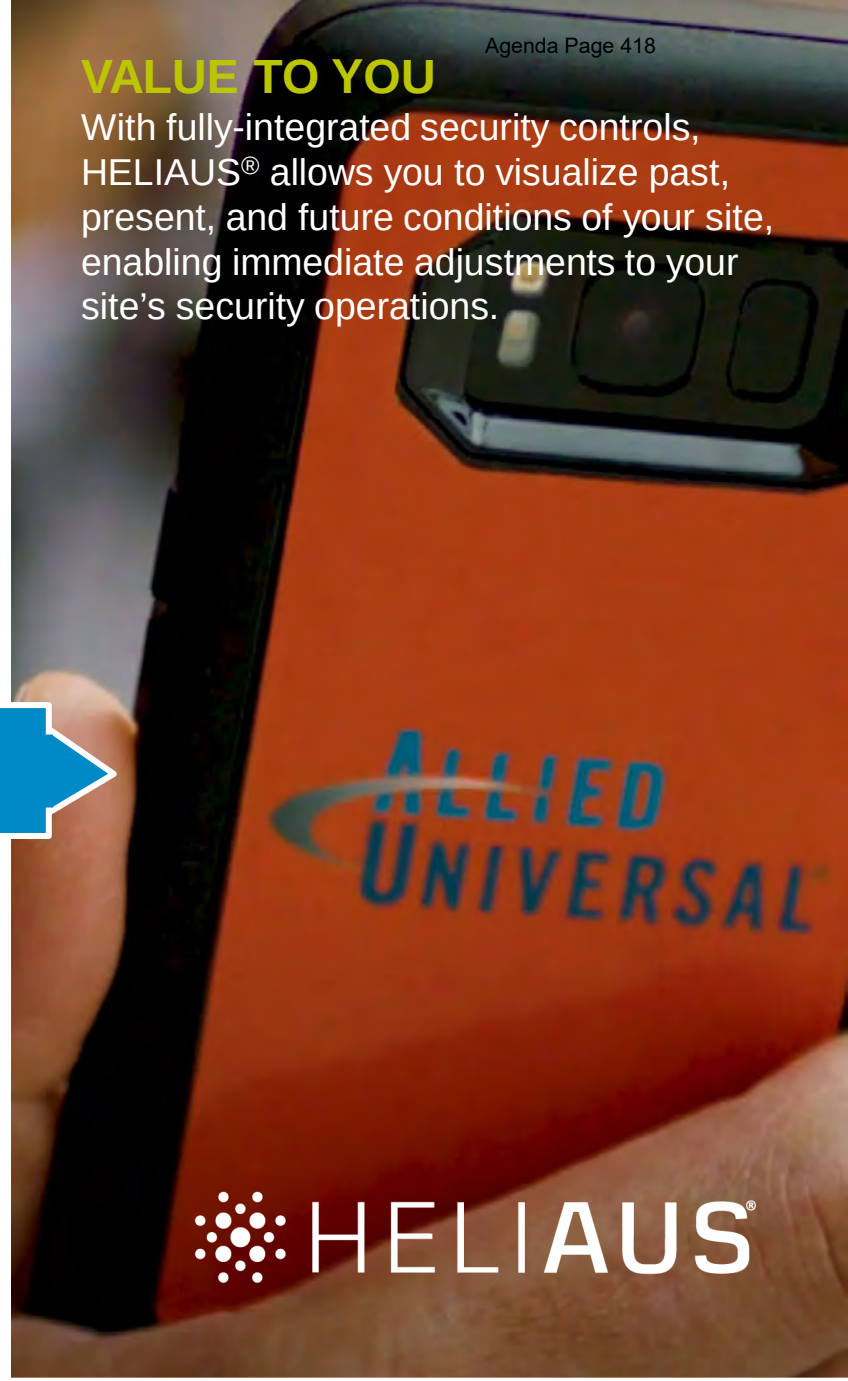
HELIAUS® is our proprietary, AI-powered **workforce management solution** that streamlines security operations at our client sites; **generating intelligent recommendations** to help mitigate risk.

YESTERDAY	*TODAY*	*TOMORROW*
RESPONSIVE	REACTIVE	PROACTIVE
OBSERVE & REPORT	***DETECT & RESPOND***	***THE POWER OF INSIGHT INTO ACTION®***

HELIAUS® has moved beyond responsive and reactive modes of risk aversion, to **an adaptable, preemptive, and solutions-model of protection.**

VALUE TO YOU

With fully-integrated security controls, HELIAUS® allows you to visualize past, present, and future conditions of your site, enabling immediate adjustments to your site's security operations.



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Pricing

ALLIED UNIVERSAL℠ There for you.

Villa Sol CDD		Orlando, FL			
Position	Hours Per Week	Pay Wage	Bill Rate	Overtime/Holiday Rate	Annual Spend
Site Supervisor	40	$18.00	$25.02	$37.53	$52,041.60
Security Professionals	128	$16.00	$22.24	$33.36	$148,029.44
Total Security Hours Per Week	**168**				**$200,071.04**
Average Pay Wage					**$16.48**
Cumulative Bill Rate					**$22.90**
Markup					**1.39**
Estimated Annual Holiday Cost					**$1,923.76**
Based on the following 7 recognized holidays: New Year's Day, President's Day, Memorial Day, 4th of July, Labor Day, Thanksgiving Day, and Christmas Day					
Estimated Subtotal					**$218,122.80**
Sales Tax	**7.5%**				**$16,359.21**
Estimated Total Annual Cost					**$234,482.01**
Estimated Total Monthly Cost					**$19,540.17**
Estimated Total Weekly Cost					**$4,509.27**
Direct Bill Items					
Heliaus					**$2,388.00**
$199.00 per month plus tax Includes guard management system, post order compliance with workflows and smartphone					
Vehicle - Estimate only and subject to dealer avalaiblity					**$13,740.00**
$1,145.00 per month plus tax Includes Insurance, Decal Package, and Standard Strobe Light Bar					
Fuel + Maintanence					**As Incurred**
A fuel card will be assigned to the vehicle and you will billed back based on actual consumption					
Pricing Notes					
1- Bill Rate includes payroll taxes and insurances, background and screening, medical benefits, uniforms, training, vacation, 401K, corporate, regional and local overhead, and profit.					
2- Vacation costs are based on a new hire schedule. No Grandfathering. Standard Vacation Plan, Years 1-2=1 week, Years 3-7=2 weeks, Years 8+=3 weeks are included in rate.					
3- Changes in federal, state or local regulation including those set forth by the Affordable Care Act will be passed on.					

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MAGNOSEC

License # B1700193
600 N Thacker Ave.
Suite D-35,
Kissimmee, FL 34741
888-883-5877

Proposal

This Proposal deals with the provision of Security Services to:

Villa Sol CDD, Kissimmee

Mr. Herman Perez, Supervisor

Accepted by: _____

Date: _____

Signature: _____

Initials After Accepted:

Contents

- Company Overview.
- Key Management Personnel.
- The Quality of the Security Officers.
- Contract Overview.
- Security Undertakings - How Can We Help.
- Remuneration.

Company Overview

MagnoSec, Corp. is a Licensed High-End Security Company in the State of Florida, License # B1700193, with full public liability, vehicular and workers compensation insurance. We provide customized security solutions according to the client needs.

MagnoSec, Corp. is also a Security and Lifesaving Training Facility, partnered with American Red Cross. License # DS 3000041. Some of the trainings we offer at the center are Security Officer Program, First Aid/CPR/AED Program, and Leadership Program.

References: We have dozens of references available. You also can see what others are saying about us online: MagnoSec, Corp. is classified as BBB Business (A+ Grade). MagnoSec is also graded in Google My Business as excellent (5 Stars).

OWNERS/FOUNDERS:

- **Lemuel Rivera** is the President of MagnoSec, Corp. He is a former International Police Mentor with over 25 years of experience in Security, Law Enforcement, Anti-terrorism, Bodyguard, & Investigations.

- **Mark O. Schissler** is the Chairman of the MagnoSec Advisory Board. He is a U.S. Air force Lt. General (Three-Star General) retired with over 35 years military experience.

With this team at the helm, you will benefit directly from this experience, knowledge and proven skills, which we are more than happy to freely share with our clients, coupled with our pro-active hands-on management style and a work ethos based on honesty and integrity.

Key Management Personnel

MagnoSec, Corp's structure sets us apart from conventional National and Multi-National companies, who merely provide an Account Manager and more layers in between, making you wait longer, and even worst, when you call them, they are just too busy for you.

All the security services will be personally managed and directed by Mr. Lemuel Rivera or his Operations Manager, which removes the layers of personnel that can exist between officer and authorized manager. MagnoSec, Corp. provides all our clients with a toll-free telephone number to enable contact fast with Mr. Lemuel Rivera or a designated member of staff 24 hours per day, 365 days per year.

The Quality of the Security Officers

As a part of our duties, we recruit, test, screen & hire the best officers for you.

What we look in a Security Officer?

All security officers employed by MagnoSec, Corp., are fully trained and maintain a Class D Security License issued by the Florida State Department in accordance with Florida State Statute Chapter #493.

Our security officers must follow our strict Zero Tolerance to Discrimination Policy.

All security officers are further vetted, and subject to criminal and credit background checks, and random drug and alcohol testing programs.

MagnoSec, Corp's officers will not become confrontational towards residents, employees, owners or guests under any circumstances.

MagnoSec, Corp's officers will not become engaged in retaliatory or unprofessional language or behavior while on duty.

MagnoSec, Corp's officers will not engage in or display any behavior that may be construed to be derogatory or inflammatory in nature regarding any race, color, religion or persuasion of any nature whatsoever.

All officers must be professional, courteous, and fully trained to perform their specific duties. Officers will be selected to best suit your requirements to ensure that you, our clients, receive the high level of service you expect. If you want them to be very firm, we are. If you want them to be calm, good presence, and just be available as a relationship agent, we do it. If you don't like the officer's performance, we replace them immediately, until you're 100% satisfied.

Security Professional Wages:

One of the keys to hire, retain reliable security officers, and avoid turnovers depend on the right wage. MagnoSec understands that in today's economy value for money coupled with excellent professional customer service is paramount to our clients. Every circumstance is different but be sure that we will always offer the lowest price possible without sacrificing quality.

Contract Overview

MagnoSec, Corp will only provide professional and courteous security officers.

MagnoSec, Corp will install, subject to approval by the appropriate entity, warning signs at the entrances to the community. These signs will also carry the company's logo and toll-free telephone number. (Optional)

All security officers will be familiar with the geography and working practices of the community and will assist any resident, staff member, owner or guest to the best of their ability to resolve any issues that may arise.

All personnel will wear a corporate uniform, official patch, and identification card all the time, while on duty. (Florida Statutes: Section 493.6305(1) F.S. & 493.6111(5) F.S.).

Security Undertakings - How Can We Help

MagnoSec, Corp's officers will provide security and patrol all streets within the community to deter crime, nuisance and disorder, and ensure a safe and pleasant environment for all of the residents, staff, owners and guests.

MagnoSec, Corp will work with the representatives to ensure that all applicable Federal, State and local By-Laws are upheld in a fair and even manner with any breaches being reported in an appropriate and timely fashion.

MagnoSec, Corp will assist and cooperate with any Law Enforcement or other Emergency Service personnel as necessary, offering our services as a point of contact if required.

MagnoSec, Corp officers could monitor and inspect the community perimeter and challenge any persons found within the common easement areas, to the rear and sides of properties, especially along the boundary fence lines, even including third contractors.

MagnoSec, Corp will assist the Company to enforce a trespass protocol to deter unwelcome persons, according to Florida Statutes 810.09.

Our officers will be very diligent as Fire Watch for any fire alarm, fire sprinkler, or fire suppression system out of order, or if an outage is preplanned for a period to exceed four hours.

MagnoSec, Corp officers will make physical inspections of the communal pool area to enforce policy rules as smoking, alcohol, storms, lighting, pool pass, guests, sounds, minors alone, etc., and maintenance unit ensuring that these areas are being used appropriately and are free from damage.

MagnoSec, Corp can assist you to develop and/or enforce gymnasiums, kids' playgrounds, basketball, volleyball & tennis courts policy to ensure that only authorized persons use the facility and that it is used in accordance with written rules and restrictions, particularly, but not limited to, no alcohol policies, etc.

MagnoSec, Corp officers will secure these areas, if so required, as part of the patrol duties, and will use their professional training to respond in different situations as apply.

MagnoSec, Corp will work with the client to ensure that, as requested and appropriate, local deeds and restrictions, such as but not limited to, parking restrictions, vehicle storage, trash issues, pet policies, architectural or maintenance issues, etc. are adhered to and if necessary, will gather photographic evidence, advise residents as to appropriate compliance and report such violations to the appropriate representative.

MagnoSec, Corp will also assist, if required, in monitoring and utilizing images gathered by any security camera system and the safe custody thereof. The on-duty security officer will maintain a daily duty log outlining their actions.

The designated representatives of the Company will be furnished with a synopsis of the security officer's daily reports upon request, at a time frame of their choosing, such as daily, weekly, bi-weekly or monthly.

MagnoSec, Corp will provide a 24/7 Real Time & Online Platform to perform this job with the best quality & cutting-edge technology available.

Every time our officers write daily & incident reports, MagnoSec managers evaluates and analyzes the data through our advance "Incident Analytics" to determine the best action to minimize non-welcome situations. We also count with a Report Edition Manager to correct and assist with any report that the officers produce, for a better understanding to the client.

Any issues deemed serious will be brought to the immediate attention of the appropriate representative, including urgent maintenance issues such as inoperative streetlights, water leaks, etc. irrespective of the above synopsis time frame. MagnoSec, Corp and its staff will undertake any other lawful requests made by the client within its remit as a private security provider. MagnoSec, Corp will also provide a personalized phone number at the post, to make sure you will always have access to the officer in an urgent case or as needed.

Remuneration

Dedicated Officer. Your Bill Rate for officer, for just $22.00 per hour.

What else is included for the same price? (Yes! Over $10,000 discounted every year!)

- 24/7 Customer Service & Supervision
- Supervisor Roving Patrol in the area with Security Lights On ($35 per hour + taxes waived)
- On the job training to our Security Officers
- Employee Performance Tracking System through GPS & Geo-fence Alert
- Checkpoints Placement & Tracking; **the reason why our officers never sleep**
- Security Online Platform Reporting Set Up Fee ($250.00 waived)
- Real-Time Security Online Platform: Includes guard management system, reporting, post order compliance with workflow, and smartphone ($199.00 a month + taxes waived)
- Editor Manager to review the reports and admin fee ($2 per hour + taxes waived)
- Direct access to the owner as a deeper service for faster response
- Security Advice: When security challenges are in line, the proper advice of a former law enforcement and security instructor can be decisive to mitigate real situations - **Priceless**
- Peace of Mind with the pricing; no surprise invoices or hidden costs
- MagnoSec guarantees the service, or you don't pay

Security Vehicle Patrol service is $6.25 an hour for the first 40 hours (After 40 hours, the vehicle service is FREE) + gas expenses. The service includes Maintenance, Insurance, Logistic, Security Decal Package, and Standard Strobe Light Bar.

Sales Tax not included. Public Holidays will be invoiced at the rate of 1 1/2 (1 and 1 half) of the regular contracted hourly rate per officer per hour. Invoiced services are to be paid within 10 days of receipt. MagnoSec will represent YOU with the highest standards to bring credibility and prestige to you, while protecting lives and assets.

Initials After Accepted:

Subsection 8Biv

Gate Service

Complete Access Control O.C.F. Inc.
1438 Hamlin Avenue
Saint Cloud, FL 34771

Phone # 407-498-0067
Fax # 407-498-0138

info@cacocf.com

ESTIMATE

Date	Estimate #
1/17/2023	22298

Name / Address
VILLA SOL 3050 PUERTA DEL SOL KISSIMMEE, FL 34744 mario.cordova@villasolcdd.org freddy.blanco@inframark.com

Project

Item	Description	Qty
	*** ESTIMATE TO REPLACE THE FOUR SWING GATE OPERATORS FOR THE VEHICLE ACCESS GATES ***	
LFT-CSW24UL	CSW24UL W/LMRRU PHOTO ,2-7 AH BATT 8FT @ 1600 16FT@800 18FT@600 VOLTAGE 120V/230V SINGLE PHASE	4
LFT-LOOPDETLM	PLUG-IN LOOP DETECTOR INC'S 8 SENSITIVITY SETTINGS BOOST, FOR CSW24V/CSL24V OP	10
MISC. MATERIALS	1/2" CONCRETE LAG	16
Ditek HW-121	Ditek 120 volt Surge Suppressor	4
LABOR	LABOR	4
	SCOPE OF WORK: REPLACE THE FOUR SWING GATE OPERATORS FOR THE ALUMINUM SWING GATES. WIRE IN EXISTING CONTROLS AND VEHICLE DETECTION LOOPS. ALL WORK WILL BE COMPLETED FOR THE PRICE BELOW. THIS PRICE DOES NOT INCLUDE ANY UNFORESEEN DAMAGE TO ALUMINUM SWING GATES OR WIRING. WARRANTY: ONE YEAR PARTS AND LABOR	

PRICE VALID FOR 30 DAYS
50% DEPOSIT DUE WITH ORDER AND BALANCE DUE ON COMPLETION

IF APPROVED WE NEEDTHE APPROVED ESTIMATE SIGNED AND EMAILED BACK TO US IN ORDER FOR US TO PROCEED. THANK YOU.

Subtotal	$18,200.57
Sales Tax (6.5%)	$1,027.04
Total	$19,227.61

Signature _____

Complete Access Control O.C.F. Inc.
1438 Hamlin Avenue
Saint Cloud, FL 34771

Phone # 407-498-0067
Fax # 407-498-0138

info@cacocf.com

ESTIMATE

Date	Estimate #
1/21/2023	22366

Name / Address
VILLA SOL 3050 PUERTA DEL SOL KISSIMMEE, FL. 34744 mario.cordova@villasolcdd.org freddy.blanco@inframark.com

Project

Item	Description	Qty
	*** ESTIMATE TO REMOVE THE VEHICLE GATES, REPAIR ALL DAMAGED ITEMS ON THE GATES AND POWDERCOAT GATES, WE WILL REPLACE ALL FOUR SETS OF HINGES AT THIS TIME ***	
2000150	STAINLESS STEEL ADJUSTABLE HINGE SET WITH NYLON BUSHING	4
POWDERCOATING	SAND DOWN POWDERCOATING OF GATES	4
HINGE POST	2" ALUMINUM HINGE POST 84"	1
1" PICKET	1" ALUMINUM PICKET	9
END POST	2" ALUMINUM END POST 84"	1
WELDING	WELDING	1
	SCOPE OF WORK: TAKE THE FOUR SWING GATES OUT AND BRING BACK TO THE SHOP. REPLACE ALL BROKEN OR BENT PARTS ON THE FOUR SWING GATES. SANDBLAST THE GATES AND POWDER COAT. WHEN WE REINSTALL THE GATES WE WILL BE REPLACING THE HINGE SETS ON ALL THE GATES. ADJUST AND ALIGN ALL GATES AS NEEDED.	

IF APPROVED WE NEEDTHE APPROVED ESTIMATE SIGNED AND EMAILED BACK TO US IN ORDER FOR US TO PROCEED. THANK YOU.

Subtotal	$8,899.40
Sales Tax (0.0%)	$0.00
Total	$8,899.40

Signature _____

Property access
made simple
108
Welcome.

ButterflyMX

Property access made simple

Open and manage doors & gates from a smartphone

7,500+
buildings

750,000+
apartments

7,000+
5-star reviews

The features you'll love:

- Intuitive & durable touchscreen
- Mobile app for iOS and Android
- Two-way audio & video calling
- Telephone compatibility
- Virtual keys for visitor access
- Single- and recurring-use Delivery PINs
- Remote door entry & management
- 365 days of cloud storage
- Time- and date-stamped entry photos
- Property management system integrations
- Access control integrations
- Smart lock integrations
- Package management
- Elevator controls
- New features & updates
- 24/7 support

Annual Software Subscription Pricing Includes:

- ButterflyMX platform maintenance, uptime and hosting
- 12 months of stored door transactions with time date stamped photos in a searchable cloud based database
- ButterflyMX platform updates including new features
- Support and compatibility with current and future smart devices and mobile/tablet operating systems
- On boarding & training for property managers
- 16 hour daily live technical support
- 24/7 remote monitoring of software and hardware

Order Form

Company Address	44 West 28th Street 4th Floor New York, NY 10001 US	Created Date	1/3/2023
		Expiration Date	1/31/2023
		Quote Number	00032168
Opportunity Name	3050 Puerta Del Sol Blvd, Kissimmee, FL 34744		

Prepared By	Nate Ibrahim	Name	Herman Perez
Email	nate.ibrahim@butterflymx.com	Phone	9105876554
		Email	herman.perez@villasolcdd.org

Bill To Name	villasolcdd.org	Ship To Name	villasolcdd.org
Bill To	FL United States		

Product	List Price	Sales Price	Quantity	Term (Yrs)	Total Price	Discount %
2 Year Hardware Warranty	$0.00	$0.00	1	N/A	$0.00	
2-Door Controller	$499.00	$245.00	3	N/A	$735.00	50.90
7" Surface Intercom	$3,995.00	$1,995.00	2	N/A	$3,990.00	50.06
Delivery Pass	$0.00	$0.00	489	1	$0.00	
Keypad - Mobile & FOB	$499.00	$245.00	6	N/A	$1,470.00	50.90
Keypad Software Subscription	$240.00	$240.00	6	1	$1,440.00	
Shipping Cost - Accessory	$35.00	$35.00	3	N/A	$105.00	
Shipping Cost - Intercom	$50.00	$50.00	2	N/A	$100.00	
Software Subscription (Multi-Family)	$42.00	$36.00	489	1	$17,604.00	14.29

Please Note:

Software Services Include:
1. Implementation Services - Includes setup of the Services and initial training for property manager.
2. Support and Maintenance - Provider shall provide the Services support and maintenance services set forth in the Property Management Software during the Subscription Term. Does not include maintenance of the hardware Products.

Installation Services:

Installation services will be billed directly by third party, unless ButterflyMX provides installation services.

Annual Subscription	$19,044.00
Total Price	$25,444.00

This Order Form is entered into pursuant to the Standard Terms and Conditions available online at (the "Terms").

Accepted & Agreed "Subscriber"	**Accepted & Agreed ButterflyMX Inc. "Provider"**
Signature	Signature
Name	Name
Title	Title
Company	Date
Date	
Phone Number	

BUTTERFLYMX - ORDER FORM TERMS

Standard Terms and Conditions. This Order Form is governed by the Terms located at: [https://butterflymx.com/property-management-software/]. By executing this Order Form, Customer is (i) acknowledging that Customer has read and understood the Terms, and (ii) agreeing to be bound by the terms and conditions set forth in the Terms. Capitalized terms used but not defined herein have the definitions set forth in the Terms.

Term and Termination. The initial term of Customer's subscription to the Services under this Order Form will be one year starting on the date this Order Form is executed by Customer and Provider ("**Initial Term**"). Customer's subscription will automatically renew for successive one-year periods (each, a "**Renewal Term**") unless either party notifies the other party in writing of its intent not to renew at least thirty (30) days prior to the expiration of the then-current term. Either party may terminate Customer's subscription to the Services under this Order Form for convenience upon 90 days' written notice to the other party.

Fees and Payment. Customer is responsible for providing complete and accurate billing and contact information to Provider and notifying Provider of any changes to such information. If Customer provides credit card information to Provider, Customer authorizes Provider to charge such credit card for all Services listed in this Order Form for the Initial Term and any Renewal Term(s). Such charges will be made in advance, either annually or in accordance with any different billing frequency stated in this Order Form. If this Order Form specifies that payment will be by a method other than a credit card, Provider will invoice Customer in advance and otherwise in accordance with this Order Form. Unless otherwise stated in the Order Form, invoiced fees are due within [thirty] days from the invoice date. Any fees that are not paid when due will accrue interest at 1.5% per month, or at the highest rate permissible by law, whichever is lower. Except as otherwise specified herein or in the Terms, fees are based on Services subscriptions purchased and not actual usage and payment obligations are non-cancelable and fees paid are non-refundable.

Taxes. The fees are exclusive of any applicable sales, use, gross receipts, excise, value-added, personal property, or other similar taxes, which will be separately itemized and payable by Customer. If Provider has the legal obligation to pay or collect any taxes that Customer is responsible for, the appropriate amount will be invoiced to Customer and paid accordingly.

Disputes. Customer may dispute an invoice by providing Provider with written notice to invoices@butterflymx.com **and the relevant documentation or information evidencing the error that gave rise to the dispute within thirty days of the invoice date. If Customer does not notify Provider within this timeframe, Customer waives its right to dispute such invoice. Notwithstanding any disputes, Customer will pay any undisputed amount of an invoice on or before the due date. In the event of dispute, the parties will use commercially reasonable efforts to promptly resolve it. Provider can suspend Customer's access to the Services until all undisputed amounts that are due have been paid.**

Subsection 8Bv

Inframark

INFRAMARK
WATER & INFRASTRUCTURE SERVICES

WORK ORDER

Inframark, LLC
313 Campus Street, Celebration, FL 34747
Phone: 407-566-1935

Date 03/01/2023
Work Order # WOVS02272023
Customer ID Villa Sol CDD

Quotation For
Villa Sol CDD

Quotation valid until: 04/28/2023
Prepared by Freddy Blanco

Work order for rust stains removal and touch up paint

Quantity	Description	Unit Price	Taxable?	Amount
	Work order for rust stains removal and touch up paint to fountain monuments and column at the community entrance	$ 640.00	No	$ 640.00
	Labor and material are Include			

Full payment due within 30 days of finalizing project.

If you have any questions concerning this quotation, please contact Freddy Blanco
Freddy.Blanco@inframark.com 407-947-2489

Thank you for your business!

Approved By:

Subtotal	$ 640.00
Tax Rate	0.00%
Sales Tax	$ -
Other	
TOTAL	640.00

INFRAMARK
WATER & INFRASTRUCTURE SERVICES

WORK ORDER

Inframark, LLC
313 Campus Street, Celebration, FL 34747
Phone: 407-566-1935

Date 03/01/2023
Work Order # WOVS02282023
Customer ID Villa Sol CDD

Quotation For
Villa Sol CDD

Quotation valid until: 04/28/2023
Prepared by Freddy Blanco

Work order for PVC fence cleaning service

Quantity	Description	Unit Price	Taxable?	Amount
	Work order for PVC fence cleaning service at Puerta Del Sol Blvd.	$ 920.00	No	$ 920.00
	Labor and material are Include			

Full payment due within 30 days of finalizing project.

If you have any questions concerning this quotation, please contact Freddy Blanco
Freddy.Blanco@inframark.com 407-947-2489

Thank you for your business!

Approved By:

Subtotal	$ 920.00
Tax Rate	0.00%
Sales Tax	$ -
Other	
TOTAL	920.00

INFRAMARK
WATER & INFRASTRUCTURE SERVICES

WORK ORDER

Inframark, LLC
313 Campus Street, Celebration, FL 34747
Phone: 407-566-1935

Date 03/01/2023
Work Order # WOVS03012023
Customer ID Villa Sol CDD

Quotation For
Villa Sol CDD

Quotation valid until: 04/28/2023
Prepared by Freddy Blanco

Work order for Speed bumps installation

Quantity	Description	Unit Price	Taxable?	Amount
2	Work order for Speed Bumps installation next to the security guard house (Visitor and resident side)	$ 595.00	No	$ 1.190.00
	Labor and material are Include Note: ships in 6-7 Weeks			

Full payment due within 30 days of finalizing project.

If you have any questions concerning this quotation, please contact Freddy Blanco
Freddy.Blanco@inframark.com 407-947-2489

Thank you for your business!

Approved By:

Subtotal	$ 1,190.00
Tax Rate	0.00%
Sales Tax	$ -
Other	
TOTAL	1,190.00

Description

Alert Motorists to Reduce Speed.

- Molded-in cat eye reflectors and bright yellow rubber striping offer high visibility
- Solid 14" wide recycled rubber adapts to pavement
- Slows vehicles to 2-5 mph
- Extra-long speed bump system comes in popular 4 ft., 6 ft., 10 ft., 14.5 ft., 19 ft. and 23.5 ft. sizes
- New, shorter 4 ft. speed bump ideal for narrow streets, alleyways and parking garages
- Easy removal for storage or relocation
- Steel connecting rods ensure tight fit when joining components
- Ships in sections
- Includes free hardware suitable for asphalt and concrete installations
- Use of included speed bump end caps is recommended to achieve the greatest product longevity
- Guaranteed against breakage for 15 years

INFRAMARK
WATER & INFRASTRUCTURE SERVICES

WORK ORDER

Inframark, LLC
313 Campus Street, Celebration, FL 34747
Phone: 407-566-1935

Date 03/01/2023
Work Order # WOVS03022023
Customer ID Villa Sol CDD

Quotation For
Villa Sol CDD

Quotation valid until: 04/28/2023
Prepared by Freddy Blanco

Work order for Doggie pot station trash can installation

Quantity	Description	Unit Price	Taxable?	Amount
	Work order for Doggie pot station trash can replacement.	$ 400.00	No	$ 400.00
	Labor and material are Include			

Full payment due within 30 days of finalizing project.

If you have any questions concerning this quotation, please contact Freddy Blanco
Freddy.Blanco@inframark.com 407-947-2489

Thank you for your business!

Approved By:

Subtotal	$ 400.00
Tax Rate	0.00%
Sales Tax	$ -
Other	
TOTAL	400.00

Subsection 8Bvi

Servusat

Estimate

Number	E1189
Date	2/15/2023

Servusat, LLC
P.O. Box 771417
Orlando, Fl. 32877
407-250-3813
Info@Servusat.com
Sales@Servusat.com
www.Servusat.com

Bill To
Villa Sol CDD 3050 Puerta del Sol Blvd Kissimmee, FL, 34744 USA

Terms	Project
	Video Surveillance System

Quantity	Description	Amount
1.00	Special Device Setup (See Notes...)	
1.00	NVR Installation and Setup	
1.00	NVR O.S. Upgrade	
2.00	NVR Hard Drive Installation & Setup Service	
2.00	NVR Hard Drive Relocation	
2.00	Hard Drive Deep Format	
2.00	Hardware Test up	
1.00	Outdoor Camera Installation & Setup	
18.00	IP Camera Programming	
18.00	IP Camera Sync	
1.00	Video Surveillance System Network Setup	
1.00	Video Surveillance System User Password Setup	
1.00	Video Surveillance System Permission Group Setup	
1.00	Video Surveillance System Client Setup	
1.00	Total Services.....	$2,222.30

DISCLAIMER & TERMS: Payments within 30 Days. We accept debit, credit cards, checks and cash. Special orders payments in advance. NSF Checks will have $35.00 surcharge. PRICES CAN BE CHANGE WITHOUT NOTICE. All Software and Hardware are provided by customer. We are NOT responsible for any lost data and/or information that may stored in your electronic devices. 30 Days limited service warranty:(we don't cover: issues from virus, spyware, malware, trojan, etc.) Be conducting business with Servusat, LLC clients grants permission to utilize jobs performed for marketing purposes; Servusat, LLC also owns the rights to the pictures and/or videos used of services rendered in connection to the jobs performed at my residence or place of business. I also release Servusat, LLC of any claims related to the production, marketing or distribution of multimedia elements such as pictures and videos used for marketing purposes locally, nationally or across the world. **THANK YOU FOR YOUR CONSIDERATION AND FOR PUTTING YOUR TRUST IN SERVUSAT, LLC**

Home Automation - Network Solutions - Audio/Video Solutions - Access Control - Video Surveillance - Cloud Phones - IT Solutions

Estimate

Number	E1189
Date	2/15/2023

Servusat, LLC
P.O. Box 771417
Orlando, Fl. 32877
407-250-3813
Info@Servusat.com
Sales@Servusat.com
www.Servusat.com

Bill To
Villa Sol CDD 3050 Puerta del Sol Blvd Kissimmee, FL, 34744 USA

Terms	Project
	Video Surveillance System

Quantity	Description	Amount

Special Order Details:
01 UNV/Emerald 32Chs NVR
H.265 / H.264
04 Sata HDD
HDMI/VGA
Up to 4K / 12MP
02 Years Limited Manufacturer Warranty

02 6TB Surveillance Rated HDD
01 Years Limited Manufacturer Warranty

01 4PM UNV/Emerald Fixed Bullet IP Camera
30FPS
2.8mm NV
IP67
Smart Infrared 164Ft
Mic Built on it
02 Years Limited Manufacturer Warranty

01 Miscellaneous

Terms & Conditions
Customer Should Read and Agreed Our Service Agreement
50% Down Payment and 50% Same Day Service Finished
NSF Checks will have $35.00 Charge
90 Days Limited Labor Warranty

Discount	($75.00)
Total	$2,147.30
Amount Paid	$0.00
Amount Due	$2,147.30

DISCLAIMER & TERMS: Payments within 30 Days. We accept debit, credit cards, checks and cash. Special orders payments in advance. NSF Checks will have $35.00 surcharge. PRICES CAN BE CHANGE WITHOUT NOTICE. All Software and Hardware are provided by customer. We are NOT responsible for any lost data and/or information that may stored in your electronic devices. 30 Days limited service warranty:(we don't cover: issues from virus, spyware, malware, trojan, etc.) Be conducting business with Servusat, LLC clients grants permission to utilize jobs performed for marketing purposes; Servusat, LLC also owns the rights to the pictures and/or videos used of services rendered in connection to the jobs performed at my residence or place of business. I also release Servusat, LLC of any claims related to the production, marketing or distribution of multimedia elements such as pictures and videos used for marketing purposes locally, nationally or across the world. **THANK YOU FOR YOUR CONSIDERATION AND FOR PUTTING YOUR TRUST IN SERVUSAT, LLC**

Home Automation - Network Solutions - Audio/Video Solutions - Access Control - Video Surveillance - Cloud Phones - IT Solutions

Estimate

Number	E1191
Date	2/15/2023

Servusat, LLC
P.O. Box 771417
Orlando, Fl. 32877
407-250-3813
Info@Servusat.com
Sales@Servusat.com
www.Servusat.com

Bill To
Villa Sol CDD 3050 Puerta del Sol Blvd Kissimmee, FL, 34744 USA

Terms	Project
	Video Surveillance System

Quantity	Description	Amount
1.00	Special Order (See Notes...)	
2.00	RJ45 Ethernet CAT6 Run Wire	
4.00	RJ45 Ethernet Cat5e Gold Connectors Install	
2.00	RJ45 Ethernet CAT6 Camera Water Proof Cover Install & Setup	
2.00	RJ45 CAT6 550MHz Wire Test up	
2.00	Outdoor Camera Installation & Setup	
2.00	Outdoor Camera Programmation	
2.00	IP Camera Firmware Upgraded	
2.00	Outdoor Camera Adjustment	
2.00	IP Camera Image Setup	
2.00	IP Camera Test Up	
1.00	Total Services.....	$977.29

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Home Automation - Network Solutions - Audio/Video Solutions - Access Control - Video Surveillance - Cloud Phones - IT Solutions

Estimate

Number	E1191
Date	2/15/2023

Servusat, LLC
P.O. Box 771417
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www.Servusat.com

Bill To
Villa Sol CDD 3050 Puerta del Sol Blvd Kissimmee, FL, 34744 USA

Terms	Project
	Video Surveillance System

Quantity	Description	Amount

Special Order Details:
144 Ft. RJ45 CAT6 550MHz Wire
04 RJ45 CAT6 Gold Connectors
02 RJ45 Waterproof Connector Cover
02 UNV/Emerald Dome IP Cameras
30FPS
2.8mm NV
IP67
Smart Infrared 164Ft
01 MIscellaneous

CAMERAS LOCATION:
1 Front Gym Front Windows
1 Office Supply Entrance

Terms & Conditions
Customer Should Read and Agreed Our Service Agreement
50% Down Payment and 50% Same Day Service Finished
NSF Checks will have $35.00 Charge
90 Days Limited Labor Warranty

Discount	($55.00)
Total	$922.29
Amount Paid	$0.00
Amount Due	$922.29

DISCLAIMER & TERMS: Payments within 30 Days. We accept debit, credit cards, checks and cash. Special orders payments in advance. NSF Checks will have $35.00 surcharge. PRICES CAN BE CHANGE WITHOUT NOTICE. All Software and Hardware are provided by customer. We are NOT responsible for any lost data and/or information that may stored in your electronic devices. 30 Days limited service warranty:(we don't cover: issues from virus, spyware, malware, trojan, etc.) Be conducting business with Servusat, LLC clients grants permission to utilize jobs performed for marketing purposes; Servusat, LLC also owns the rights to the pictures and/or videos used of services rendered in connection to the jobs performed at my residence or place of business. I also release Servusat, LLC of any claims related to the production, marketing or distribution of multimedia elements such as pictures and videos used for marketing purposes locally, nationally or across the world. **THANK YOU FOR YOUR CONSIDERATION AND FOR PUTTING YOUR TRUST IN SERVUSAT, LLC**

Home Automation - Network Solutions - Audio/Video Solutions - Access Control - Video Surveillance - Cloud Phones - IT Solutions

SERVUSAT
INTEGRATED TECHNOLOGY SOLUTIONS
Automation – Networking Solutions – Audio System – Access Control System
Video Surveillance System- Cloud Phone System – IT Solution
P.O. BOX # 771417
Orlando, FL. 32877-1417
Phones: 321-746-7597 / 407-729-6819
www.Servusat.com

Orlando; 02-27-2023

Villa Sol CDD

2050 Puerta del Sol Boulevard, Kissimmee, Florida, 34744

4K PRO Video Surveillance System Proposal

"This proposal is based in a clean, safe and efficient installation"

VillaSol CDD – Video Surveillance System Project

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Phones: 321-746-7597 / 407-729-6819
www.Servusat.com

NDAA Compliant

Functions buttons and Color May Change

VillaSol CDD – Video Surveillance System Project

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Orlando, FL. 32877-1417
Phones: 321-746-7597 / 407-729-6819
www.Servusat.com

Features

Qty.: Description

01 16Chs FULL Real Time 8MP/6MP/5MP/4MP/3MP/1080P/960P/720P Recording POE NVR System: which adopt standard H.265 and H.264 high profile compression format to get high-quality video at much lower bit rate This NVR support simultaneous 8Ch playback, Face Recognition and *4K* high-definition display, Intelligent Analytics Intuitive and user-friendly graphics user interface (GUI), windows style operation by mouse

- ✓ 8TB Surveillance Rated HDD for Storage
- ✓ Multi-mode recording: manual / timer / motion / sensor / smart events
- ✓ Search: time slice, time, event (manual, sensor, motion), tag search
- ✓ Express and flexible backup via USB, network, Client software
- ✓ Pentaplex: preview, record, playback, backup, PTZ and configuration
- ✓ DHCP, DDNS, PPPoE network protocol, IE browser and CMS supported
- ✓ Remote control via IE or CMS: preview, playback, backup, PTZ and configuration
- ✓ Dual stream technology for local storage with high definition, remote network transmission and remote surveillance with mobile device
- ✓ Simultaneous online multi-user and simultaneous playback
- ✓ Authorization management, log review and device status review
- ✓ Support PTZ preset and auto cruise, up to 255 presets and 8 cruises
- ✓ Support NAT function and QR code scanning feature using mobile app
- ✓ Powerful smartphone and Tablet Surveillance with iOS and Android OS

05 Outdoor / Indoor *HD 8MP* IP POE Intelligent Analytics, WDR Fixed Turret Bullet Camera, *108 Degrees* (3840 X 2160) H.265 coding, *100Ft. Night Vision,* IP67 Ingress Protection

02 Outdoor / Indoor *HD 8MP* IP POE Intelligent Analytics, WDR Fixed Turret Dome Camera, *108 Degrees* (3840 X 2160) H.265 coding, *100Ft. Night Vision,* IP67 Ingress Protection, Mic Built on it

SERVUSAT
INTEGRATED TECHNOLOGY SOLUTIONS
Automation – Networking Solutions – Audio System – Access Control System
Video Surveillance System- Cloud Phone System – IT Solution
P.O. BOX # 771417
Orlando, FL. 32877-1417
Phones: 321-746-7597 / 407-729-6819
www.Servusat.com

02	Outdoor *HD 4MP* IP POE, Motorized Lens License Plate Recognition Vehicle Type Detection, TRUE WDR Bullet Camera, *100 Degrees* (2560 X 1520) H.265 coding, IP67 Ingress Protection,
01	4Ft X 8Ft Hardwood Plywood Panel
01	Wall Mount Rack Cabinet Vented Enclosure
01	RJ45 CAT6 Gigabit Patch Panel
01	Rack Mount Cable Organizer
657	Ft. Premium RJ45 CAT6 550MHz wire
18	Premium Gold RJ45 Ethernet CAT6 Connectors
09	RJ45 Water Proof Connector Covers
01	1000 V.A. Smart UPS Surge Protector Unit
01	PVC Conduit System
01	Miscellaneous

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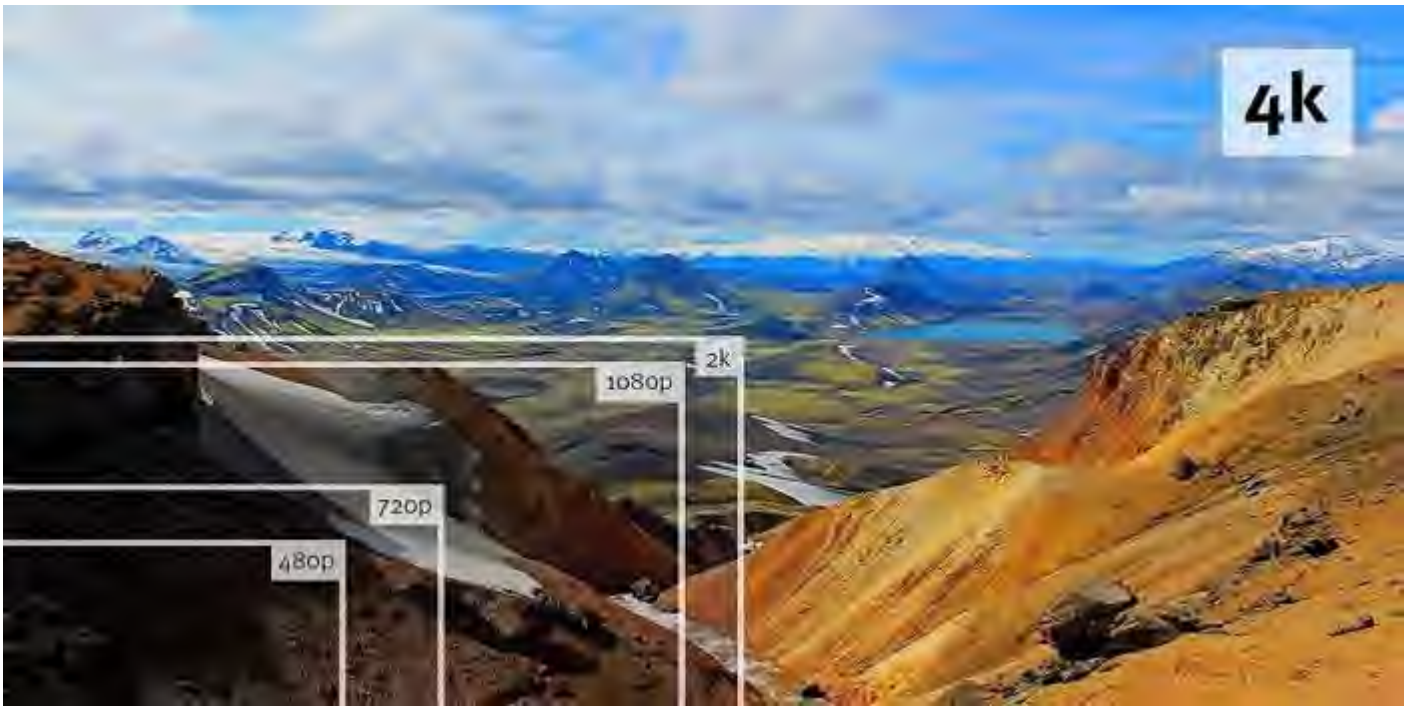
Technology Comparison



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Phones: 321-746-7597 / 407-729-6819
www.Servusat.com

Prices

01 16Chs HD NVR 8TB + 02 (8MP) Dome Cameras/ Mic + 05 (8MP) Bullet Cameras + 02 Motorized Lens (4MP) Plate Recognition Bullet Cameras + 01 Rack Mount + 01 Battery Backup

01 Wall Mount Plywood Installation & Setup

01 Wall Mount Rack Installation & Setup

01 Patch Panel Installation & Setup

01 Rack Mount Cable Organize Installation & Setup

09 3Ft. RJ45 CAT6 550MHz Patch cords Installation & Setup

01 12Ft. RJ45 CAT6 550MHz Patch Cord Installation & Setup

01 Rack Mount UPS Unit Installation & Setup

01 NVR Installation & Setup

08 Outdoor Camera Installation & Setup

01 Indoor Camera Installation & Setup

09 RJ45 CAT6 550Mhz run cables

18 RJ45 Gold Connectors Install

09 Water Proof Connector Covers

SERVUSAT
INTEGRATED TECHNOLOGY SOLUTIONS
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Orlando, FL. 32877-1417
Phones: 321-746-7597 / 407-729-6819
www.Servusat.com

09 RJ45 CAT6 550MHz wires test-up

01 UNDERGROUND PVC Conduit System Installation & Setup

01 Local Cameras Network Setup

01 Remote Access Setup

Devices Access Setup (Smart Phones, Tables, IPads, PC's)

02 Hour Training

24 Months Limited Factory Warranty (Surveillance System: NVR, Cameras, Wires)

12 Months Limited Factory Warranty (Hard Drives, Accessories)

12 Month Limited Factory Warranty (UPS Unit)

03 Months Limited Labor Warranty

Standard Price: ..... US$ 11,938.00

SPECIAL Customer Discount ..... US$ -300.00

TOTAL SERVICES: ..... US$ 11,638.00

SERVUSAT
INTEGRATED TECHNOLOGY SOLUTIONS
Automation – Networking Solutions – Audio System – Access Control System
Video Surveillance System- Cloud Phone System – IT Solution
P.O. BOX # 771417
Orlando, FL. 32877-1417
Phones: 321-746-7597 / 407-729-6819
www.Servusat.com

INSTALLED OPTIONAL TV BUNDLE (only with this offer)

01 43" HD 4K LED RCA/TLC/SAMSUNG TV

01 8Ft. 4K Premium HDMI Wire

01 40-50" Heavy Duty Full Motion Wall Mount TV Bracket

01 2.4GHz Long Rage Logitech Mouse

ADD Bundle Price…….. US$ 679.99

12 Months Limited Factory Warranty

INSTALLED OPTIONAL STORAGE (only with this offer)

01 8TB Surveillance Rated HDD

ADD Storage Price…… US $369.99

12 Months Limited Factory Warranty

Limited Time Offer:

Valid for orders placed February 27, 2023 through March 27, 2023

Payments Terms:

Labor Payment: 60% Down payment and 40% when labor will be finished.

SERVUSAT
INTEGRATED TECHNOLOGY SOLUTIONS
Automation – Networking Solutions – Audio System – Access Control System
Video Surveillance System- Cloud Phone System – IT Solution
P.O. BOX # 771417
Orlando, FL. 32877-1417
Phones: 321-746-7597 / 407-729-6819
www.Servusat.com

Important Notes:

- ✓ ***Every installation and setup device will be testing process to certificate functions***
- ✓ ***Optional Security Cameras by Request***
- ✓ ***All equipment's price can change without notice***
- ✓ ***We are not responsible for any lost data and/or information that may be stored in your computers, smart devices or other mobile devices***
- ✓ ***24 Months Warranty is about devices: NVR/DVRs and Cameras, NO LABOR***
- ✓ ***Before we start installation, Customer Should Read and Sign our Installation Agreement***
- ✓ ***Customer should call ISP to request Static IP service (Remote Access)***
- ✓ ***We will arrange time to do this job with the customer. Summer time we request earlier time***

Any additional work or equipment required which is not part of a standard installation will be paid for by you (the customer). All costs will be agreed before work commences whenever possible.

Approved by: _____ ***Date: _____***

Printed Name: _____

SERVUSAT
INTEGRATED TECHNOLOGY SOLUTIONS
Automation – Networking Solutions – Audio System – Access Control System
Video Surveillance System- Cloud Phone System – IT Solution
P.O. BOX # 771417
Orlando, FL. 32877-1417
Phones: 321-746-7597 / 407-729-6819
www.Servusat.com

Orlando; 02-27-2023

Villa Sol CDD

2050 Puerta del Sol Boulevard, Kissimmee, Florida, 34744

5MP PRO Video Surveillance System Proposal

"This proposal is based in a clean, safe and efficient installation"

SERVUSAT
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www.Servusat.com

NDAA Compliant

Functions buttons and Color May Change

VillaSol CDD – Video Surveillance System Project

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INTEGRATED TECHNOLOGY SOLUTIONS
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www.Servusat.com

Features

Qty.: Description

01 16Chs FULL Real Time 8MP/6MP/5MP/4MP/3MP/1080P/960P/720P Recording POE NVR System: which adopt standard H.265 and H.264 high profile compression format to get high-quality video at much lower bit rate This NVR support simultaneous 8Ch playback, Face Recognition and *4K* high-definition display, Intelligent Analytics Intuitive and user-friendly graphics user interface (GUI), windows style operation by mouse

- ✓ 8TB Surveillance Rated HDD for Storage
- ✓ Multi-mode recording: manual / timer / motion / sensor / smart events
- ✓ Search: time slice, time, event (manual, sensor, motion), tag search
- ✓ Express and flexible backup via USB, network, Client software
- ✓ Pentaplex: preview, record, playback, backup, PTZ and configuration
- ✓ DHCP, DDNS, PPPoE network protocol, IE browser and CMS supported
- ✓ Remote control via IE or CMS: preview, playback, backup, PTZ and configuration
- ✓ Dual stream technology for local storage with high definition, remote network transmission and remote surveillance with mobile device
- ✓ Simultaneous online multi-user and simultaneous playback
- ✓ Authorization management, log review and device status review
- ✓ Support PTZ preset and auto cruise, up to 255 presets and 8 cruises
- ✓ Support NAT function and QR code scanning feature using mobile app
- ✓ Powerful smartphone and Tablet Surveillance with iOS and Android OS

05 Outdoor / Indoor *HD 5MP* IP POE Intelligent Analytics, WDR Fixed Turret Bullet Camera, *108 Degrees* (2880 X 1620) H.265 coding, *100Ft. Night Vision,* IP67 Ingress Protection

02 Outdoor / Indoor *HD 5MP* IP POE Intelligent Analytics, WDR Fixed Turret Dome Camera, *108 Degrees* (2880 X 1620) H.265 coding, *100Ft. Night Vision,* IP67 Ingress Protection, Mic Built on it

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Video Surveillance System- Cloud Phone System – IT Solution
P.O. BOX # 771417
Orlando, FL. 32877-1417
Phones: 321-746-7597 / 407-729-6819
www.Servusat.com

02	Outdoor *HD 4MP* IP POE, Motorized Lens License Plate Recognition Vehicle Type Detection, TRUE WDR Bullet Camera, *100 Degrees* (2560 X 1520) H.265 coding, IP67 Ingress Protection,
01	4Ft X 8Ft Hardwood Plywood Panel
01	Wall Mount Rack Cabinet Vented Enclosure
01	RJ45 CAT6 Gigabit Patch Panel
01	Rack Mount Cable Organizer
657	Ft. Premium RJ45 CAT6 550MHz wire
18	Premium Gold RJ45 Ethernet CAT6 Connectors
09	RJ45 Water Proof Connector Covers
01	1000 V.A. Smart UPS Surge Protector Unit
01	PVC Conduit System
01	Miscellaneous

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Technology Comparison

VillaSol CDD – Video Surveillance System Project

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Prices

01 16Chs HD NVR 8TB + 02 (5MP) Dome Cameras/ Mic + 05 (5MP) Bullet Cameras + 02 Motorized Lens (4MP) Plate Recognition Bullet Cameras + 01 Rack Mount + 01 Battery Backup

01 Wall Mount Plywood Installation & Setup

01 Wall Mount Rack Installation & Setup

01 Patch Panel Installation & Setup

01 Rack Mount Cable Organize Installation & Setup

09 3Ft. RJ45 CAT6 550MHz Patch cords Installation & Setup

01 12Ft. RJ45 CAT6 550MHz Patch Cord Installation & Setup

01 Rack Mount UPS Unit Installation & Setup

01 NVR Installation & Setup

08 Outdoor Camera Installation & Setup

01 Indoor Camera Installation & Setup

09 RJ45 CAT6 550Mhz run cables

18 RJ45 Gold Connectors Install

09 Water Proof Connector Covers

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09 RJ45 CAT6 550MHz wires test-up

01 UNDERGROUND PVC Conduit System Installation & Setup

01 Local Cameras Network Setup

01 Remote Access Setup

Devices Access Setup (Smart Phones, Tables, IPads, PC's)

02 Hour Training

24 Months Limited Factory Warranty (Surveillance System: NVR, Cameras, Wires)

12 Months Limited Factory Warranty (Hard Drives, Accessories)

12 Month Limited Factory Warranty (UPS Unit)

03 Months Limited Labor Warranty

Standard Price:	*US$*	*10,422.00*
SPECIAL Customer Discount	*US$*	*-300.00*
TOTAL SERVICES:	***US$***	*10,122.00*

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INSTALLED OPTIONAL TV BUNDLE (only with this offer)

01 43" HD 4K LED RCA/TLC/SAMSUNG TV

01 8Ft. 4K Premium HDMI Wire

01 40-50" Heavy Duty Full Motion Wall Mount TV Bracket

01 2.4GHz Long Rage Logitech Mouse

ADD Bundle Price…….. US$ 679.99

12 Months Limited Factory Warranty

INSTALLED OPTIONAL STORAGE (only with this offer)

01 8TB Surveillance Rated HDD

ADD Storage Price…… US $369.99

12 Months Limited Factory Warranty

Limited Time Offer:

Valid for orders placed February 27, 2023 through March 27, 2023

Payments Terms:

Labor Payment: 60% Down payment and 40% when labor will be finished.

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Important Notes:

- ✓ ***Every installation and setup device will be testing process to certificate functions***
- ✓ ***Optional Security Cameras by Request***
- ✓ ***All equipment's price can change without notice***
- ✓ ***We are not responsible for any lost data and/or information that may be stored in your computers, smart devices or other mobile devices***
- ✓ ***24 Months Warranty is about devices: NVR/DVRs and Cameras, NO LABOR***
- ✓ ***Before we start installation, Customer Should Read and Sign our Installation Agreement***
- ✓ ***Customer should call ISP to request Static IP service (Remote Access)***
- ✓ ***We will arrange time to do this job with the customer. Summer time we request earlier time***

Any additional work or equipment required which is not part of a standard installation will be paid for by you (the customer). All costs will be agreed before work commences whenever possible.

Approved by: _____ ***Date: _____***

Printed Name: _____

Estimate

Number	E1190
Date	2/15/2023

Servusat, LLC
P.O. Box 771417
Orlando, Fl. 32877
407-250-3813
Info@Servusat.com
Sales@Servusat.com
www.Servusat.com

Bill To
Villa Sol CDD 3050 Puerta del Sol Blvd Kissimmee, FL, 34744 USA

Terms	Project
	Video Surveillance System

Quantity	Description	Amount
8.00	Outdoor Camera Removal	
8.00	Wall Repair	
1.00	Total Services.....	$215.00

Terms & Conditions
Customer Should Read and Agreed Our Service Agreement
50% Down Payment and 50% Same Day Service Finished
NSF Checks will have $35.00 Charge
30 Days Limited Labor Warranty

Discount	($21.50)
Total	$193.50
Amount Paid	$0.00
Amount Due	$193.50

DISCLAIMER & TERMS: Payments within 30 Days. We accept debit, credit cards, checks and cash. Special orders payments in advance. NSF Checks will have $35.00 surcharge. PRICES CAN BE CHANGE WITHOUT NOTICE. All Software and Hardware are provided by customer. We are NOT responsible for any lost data and/or information that may stored in your electronic devices. 30 Days limited service warranty:(we don't cover: issues from virus, spyware, malware, trojan, etc.) Be conducting business with Servusat, LLC clients grants permission to utilize jobs performed for marketing purposes; Servusat, LLC also owns the rights to the pictures and/or videos used of services rendered in connection to the jobs performed at my residence or place of business. I also release Servusat, LLC of any claims related to the production, marketing or distribution of multimedia elements such as pictures and videos used for marketing purposes locally, nationally or across the world. **THANK YOU FOR YOUR CONSIDERATION AND FOR PUTTING YOUR TRUST IN SERVUSAT, LLC**

Home Automation - Network Solutions - Audio/Video Solutions - Access Control - Video Surveillance - Cloud Phones - IT Solutions

Subsection 8Bvii

Benny's Pressure Washing

ESTIMATE
EST798

DATE
01/31/2023

TOTAL
USD $325.00

Benny's Pressure Washing

Chris W. Jungbluth
2963 Summer Swan Dr.
orlando
32825
14078445661
4072705242
www.orlandopowerwash.com
washmyplace@live.com

TO

Villa Sol

3050 Puerta del Sol Blvd, kissimmee, Fl, 34744

DESCRIPTION	RATE	QTY	AMOUNT
Tires Mark removal Includes: Chemicals, equipment, water, labor. We will be using our 45GPM surface cleaner after spraying our solutions and let it sit for 45 min We are available to start at anytime.	$325.00	1	$325.00

TOTAL USD $325.00

Please leave a rating/review on
https://g.page/Roofcleaningcompany/review

Best Regards,

Chris Jungbluth
BPW- Industrial Power Washing Solutions
407 844-5661
Chris@Orlandopowerwash.com
Washmyplace@live.com
WWW.ALLFLORIDAPOWERWASH.COM

https://youtu.be/dMuhuGw2lwQ

Subsection 8Bviii

Techni-Pools

TECHNI-POOLS

+1 4077661281
info@techni-pools.com

Estimate 1418

ADDRESS
Villa Sol CDD
210 N University Dr Ste 702
Coral Springs, Fl 33071

DATE	TOTAL
03/02/2023	$2,682.50

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Repair Replace 10 Hp Single Phase motor and seals on Eq1000 pool pump	1	2,682.50	2,682.50

TOTAL $2,682.50

THANK YOU.

Accepted By

Accepted Date