

**MINUTES OF MEETING
VILLASOL COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the VillaSol Community Development District was held Tuesday March 14, 2023, at 5:00 p.m. at VillaSol Clubhouse, 3050 Puerta Del Sol Boulevard, Kissimmee, FL 34744.

Present and constituting a quorum were:

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|---------------------------------------|---------------------|
| Herman Perez (<i>by phone</i>) | Chairman |
| Mario Cordova | Vice Chairman |
| Corey Gagnon | Assistant Secretary |
| Servando Comas | Assistant Secretary |
| Michael Edgecombe (<i>by phone</i>) | Assistant Secretary |

Also participating were:

- | | |
|------------------------------------|-------------------|
| Gabriel Mena | District Manager |
| Angel Montagna (<i>by phone</i>) | Regional Manager |
| Scott Clark | District Counsel |
| Peter Armans | District Engineer |
| Freddy Blanco | Field Manager |
| Kristen Trucco | Latham Luna |

FIRST ORDER OF BUSINESS Call to Order and Roll Call

Mr. Mena called the meeting to order at 5:00 p.m.
 Mr. Mena called the roll and indicated a quorum was present for the meeting.
 The Board amended the agenda to move field operations up earlier.

SECOND ORDER OF BUSINESS Pledge of Allegiance

The *Pledge of Allegiance* was recited.

THIRD ORDER OF BUSINESS Audience Comments on Agenda Items

A Resident who lives across Boggy Creek stated that development will come and will affect the District as well. He stated he would like to save the creek from new development and to keep in its natural state.

Mr. Simmons who is a member of the HOA Board for VillaSol had questions regarding solar panels, exposed rebar in the pool columns, sink hole by the pool, the temperature of the hot tub, and speeding in community. Mr. Simmons questioned whether the solar panels by the pool would be replaced since they were removed.

Mr. Blanco stated the hot tub has malfunctioned for years.

Mr. Nash stated that someone was allowed access through the gate and came to his house. He stated that half the time do not work and takes too long to repair.

Villa Sol CDD
 March 14, 2023

42 Mr. Nash stated that the sink hole by the gate is causing inconvenience and would
 43 like the roadways cleaned up.

44 Mr. Nash stated he would like the gates to be more controlled.

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46 **FOURTH ORDER OF BUSINESS** **Field Operations**

47 **A. Field Report**

48 Mr. Mena presented proposal #458169 to the board for the cost of retrieving the genie
 49 lift from Tad’s Towing, after it was towed.

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51 On MOTION by Mr. Cordova, seconded by Mr. Gagnon, with all
 52 in favor, except Mr. Comas, approval was given to approve invoice
 53 #458169 in the amount of \$720.13.

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55 Discussion ensued regarding the rules for vehicles being parked on District property.
 56 Mr. Comas stated that the genie lift was on the District property for a week. It was stated
 57 by Mr. Perez that Bladerunners was not given enough time to have the genie lift
 58 removed. Mr. Cordova stated that the vendor should have simply been asked to move the
 59 vehicle, and that Supervisors should not have individual authority to tow vehicles.

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61 On MOTION by Mr. Cordova, seconded by Mr. Perez, with all in
 62 favor, except Mr. Comas, approval was given to approve for
 63 Bladerunners proposal in the amount of \$3,767.44 for irrigation
 64 repairs.

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66 Discussion ensued regarding wild hogs. It was stated that the Wild Hog scam is
 67 working, three applications have been made at a total cost of \$450. Bladerunners will
 68 reapply as needed moving forward.

69 Discussion ensued regarding the doggie bag stations. It was stated that they have been
 70 filled with bags, and someone is taking them. It was stated that they are refilled once a
 71 week on Friday but are empty by Monday.

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73 **FIFTH ORDER OF BUSINESS** **Business Matters**

74 **A. Discussion of Campus Suite Agreement**

75 Mr. Mena stated that the websites must be ADA compliant. Mr. Perez stated he
 76 believes there is too much money being spent on the website. Mr. Mena stated that the
 77 current agreement is for \$2,075.

78 **B. Towing**

79 **i. Tad’s Towing LLC Towing Agreement**

80 Discussion ensued regarding who should have authority to have vehicles towed. Mr.
 81 Morrone stated that there are two resolutions for towing, and they contradict each other.

Villa Sol CDD
 March 14, 2023

82 Mr. Mena stated that it was the Board’s decision to give authority for supervisors of the
 83 Board to authorize towing. It was stated that Tad’s Towing is following the 2022 rules. It
 84 was suggested to hire a security company to enforce towing. It was also suggested to
 85 involve the HOA, by designating specific residents to act as towing authority, thereby
 86 removing authority from Supervisors.

87 Discussion ensued regarding liability for towing of vehicles.

88 **ii. Towlando Towing & Recovery, Inc. dba Preston’s Towing**

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90 **SIXTH ORDER OF BUSINESS** **District Engineer**

91 **A. Engineer’s Report**

92 Mr. Armans provided an Engineer’s report and provided update for CCTV zone 1 and
 93 2, road repaving and how much money it will cost for this project.

94 Discussion ensued regarding the reserves and assessments. Mr. Perez stated that we
 95 need to find out what the District needs economically. Mr. Armans stated his
 96 recommendation for the road paving is to seal coat and resurface the better areas now so
 97 that they don’t get worse. Mr. Armans was asked to bring proposals for one-inch mill and
 98 seal for the roads to the next meeting.

99 Discussion ensued regarding the pond banks, erosion control and the Simpson Road
 100 expansion project. It was stated that Osceola County is responsible for control structures.
 101 Mr. Armans provided an update. A question was asked if the trench would remain.

102 Discussion ensued regarding who controls the water levels. It was stated that the
 103 District owns the pond and maintains the banks and vegetation, but Osceola County owns
 104 the easement and is responsible for maintenance of the control structures.

105 Mr. Armans stated that there is a manhole that needs repair at the gate exit. Mr.
 106 Armans provided three quotes for the repair work, in the amounts of \$9,443, \$20,378,
 107 and \$23,775. A discussion ensued regarding what work is covered under each proposal.
 108 Mr. Mena stated the Board can authorize a not to exceed amount for the repairs, rather
 109 than wait for the next meeting to make a decision.

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On MOTION by Mr. Perez, seconded by Mr. Cordova, with all in favor, unanimous approval was given to authorize for the Engineer to find a contractor and coordinate work to repair the depression at the exit gate, not to exceed \$10,000.

Villa Sol CDD
 March 14, 2023

117 Discussion ensued regarding the length of time it would take for the depression work
 118 would be complete. Mr. Armans stated that contractors are about a month out and could
 119 not provide a time when the work would be done.

120 Mr. Edgecombe had left the meeting.

121 **SEVENTH ORDER OF BUSINESS** **District Counsel**

122 **A. Request for Insurance Information and Demand to Preserve Evidence**

123 Mr. Clark provided information regarding a letter received from a law firm regarding
 124 a shooting incident that occurred on January 11 at the front gate; the letter is a request to
 125 preserve evidence. Mr. Mena advised Envera confirmed they have this video footage but
 126 did not capture the shooting.

127 **B. Review of Request for Proposals for District Management**

128 Mr. Clark provided information on new management services. He stated the board
 129 should not make a choice based on pricing and suggested not making any decisions at
 130 this meeting but to hold another meeting to make a final decision, after meeting each
 131 candidate.

132 Ms. Montagna suggested to have a meeting with the vendors present to allow for the
 133 Board to interview each candidate. A discussion ensued regarding dates for a meeting to
 134 interview the vendors for new management. It was stated the Board would not like to
 135 meet with Rizzetta & Company.

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137 On MOTION by Mr. Cordova, seconded by Mr. Gagnon,
 138 with all in favor, unanimous approval was given to
 139 schedule a workshop with vendors for new management.

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141 On MOTION by Mr. Cordova, seconded by Mr. Perez,
 142 with all in favor, unanimous approval was given to invite
 143 Governmental Management Services, PFM Group
 144 Consulting, LLC, and DPFM Management and Consulting,
 145 LLC (Vesta) to the workshop.

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- 147 **i. Governmental Management Services**
- 148 **ii. DPFM Management and Consulting, LLC**
- 149 **iii. PFM Group Consulting, LLC**
- 150 **iv. Rizzetta & Company**

151 **C. Resolution 2022-02, Adopting Amended Rules and Regulations for Streets**
 152 **and Roadways**

153 **D. Consideration of Traffic Enforcement Services Agreement**

154 Mr. Clark provided information regarding an agreement based on the Memorandum
 155 of Understanding provided by the Sherriff and does not recommend moving forward with
 156 this, as it states the District would have to pay them and indemnify.

Villa Sol CDD
 March 14, 2023

157 **E. Amended VillaSol Recreational Policies**

158 Mr. Clark provided the policies/rules for the Board. Mr. Cordova suggested that each
 159 Supervisor provides proposed changes for the next meeting for discussion for both rules
 160 and regulations. Mr. Perez stated he would like to know the process before a meeting is
 161 set and would like to see the agenda prior to the meeting.

162 Mr. Clark stated that there are three set of rules being towing, recreational and
 163 general.

164 Mr. Mena stated that a decision should first be made on the rules prior to changing
 165 the signs, in an attempt to avoid wasting money if the rules change. It was stated that
 166 there are still signs with old Board members names and would like to have no names on
 167 any signs. Mr. Mena stated there is nothing in the works for the signs because no decision
 168 has been made on the rules. Mr. Comas asked if using a sharpie to cross out names on the
 169 existing signs, with a sharpie, counted as vandalism, even if done by another Supervisor.

170 It was stated that any signs not in compliance and have false information need to be
 171 changed. Mr. Cordova stated that Inframark has not kept up with anything in the District.
 172 He stated that Inframark is getting paid good money and the District does not look good.
 173 Mr. Comas stated he wants all Board members to have access to the video surveillance
 174 and wants an audit of everything downloaded from the camera system. Mr. Comas stated
 175 that Mr. Perez has been watching employees on camera. Mr. Perez advised only two
 176 access accounts can exist in the video surveillance program and recommended it should
 177 be limited to the Chairman and Vice Chairman.

178 Mr. Simmons asked for another opportunity to address the Board, which was granted
 179 by Mr. Cordova. Mr. Simmons read aloud a letter provided by his wife into the record,
 180 which was a complaint about Mr. Comas and how Mr. Comas makes her feel
 181 uncomfortable. Mr. Cordova stated he has had issues with Mr. Comas and asked what
 182 recourse exists to have him removed from the Board. Mr. Clark advised that there is
 183 nothing to be done at this level, but they could file a complaint with the State.

184 **F. Clark & Albaugh, LLP Resignation**

185 Mr. Clark provided his resignation letter to the Board, stating he would assist with
 186 transitionary services as needed until the May 9 meeting.

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On MOTION by Mr. Gagnon, seconded by Mr. Cordova, with all in favor, except Mr. Comas, approval was given to accept Clark & Albaugh, LLP resignation. 3-1

Villa Sol CDD
 March 14, 2023

192 Mr. Comas provided a statement as to why he opposes Mr. Clark’s resignation and
 193 wished him well.

194 Ms. Trucco with Latham, Luna, was present at the meeting, introduced herself and
 195 provided a proposal for District Counsel services, advising that she was approached by
 196 multiple Supervisors for a proposal for services. She introduced herself and shared
 197 information about her firm’s services.

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On MOTION by Mr. Gagnon, seconded by Mr. Cordova, with all in favor, unanimous approval was given to accept Latham Luna proposal for District Counsel services to commence at the May 9 meeting.

204 **EIGHTH ORDER OF BUSINESS** **District Manager’s Report**

205 **A. Acceptance of January 10, 2023, Minutes**

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

208 Mr. Mena stated that he met with two engineers from the insurance company, both of
 209 which stated the roof was in poor condition and would suggest a full roof replacement
 210 The meet was specifically in regard to an insurance claim pertaining to the ceiling that
 211 fell through due to Hurricane Ian and was still waiting on a verdict from insurance.

212 Discussion ensued regarding the January 10 minutes. It was stated that there are a lot
 213 of errors on the minutes. The errors were noted.

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On MOTION by Mr. Cordova, seconded by Mr. Gagnon, with all in favor, unanimous approval was given to accept the January 10, 2023, minutes as amended.

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 219 **B. Acceptance of Financial Statements of January 2023**

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

222 It was asked what the average cost was for basic necessities for the District.

223 Discussion ensued regarding Magnosec Security services. It was stated to place
 224 Magnosec weekend agreement for the next meeting.

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On MOTION by Mr. Cordova, seconded by Mr. Gagnon, with all in favor, unanimous approval was given to accept the financial statements.

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C. Approval of Check Register of January 2023

Villa Sol CDD
 March 14, 2023

231 The check register is contained in the agenda package and available for public review
 232 in the local records office or the District Office during normal business hours.

233 Mr. Comas had questions regarding check #5549. He asked if dumping debris was
 234 included. Mr. Blanco advised that dumping debris was included.

235 Mr. Perez stated a phone call needs to be made to Spectrum. He stated there is
 236 equipment in the guard shack and we need to return them.

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238 On MOTION by Mr. Cordova, seconded by Mr. Gagnon,
 239 with all in favor, unanimous approval was given to accept
 240 the check register.

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242 **NINTH ORDER OF BUSINESS** **Field Operations, Continued**

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B. Field Report

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i. Discussion of Gate Damage

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Discussion ensued a fine assessed by the District for gate damages.

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Mr. Blanco provided an update on item #9 on the field report, tree root damage to
 247 concrete. Mr. Blanco suggested to have the tree removed completely at a cost of \$2,500.

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It was stated that the District is responsible for the tree, but the HOA maintains it.

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250 On MOTION by Mr. Perez, seconded by Mr. Cordova,
 251 with all in favor, unanimous approval was given to
 252 authorize the tree removal at 3156 Riachuelo Lane not to
 253 exceed \$2,500.

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Mr. Blanco provided an update on item #16 on the field report, ceiling repair on pool
 256 deck area. Mr. Blanco stated the roof has been temporarily repaired. Mr. Cordova stated
 257 he would like to see a full inspection and costs for repairs of the roof, not a full
 258 replacement.

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260 On MOTION by Mr. Cordova, seconded by Mr. Gagnon,
 261 with all in favor, unanimous approval was given to obtain
 262 bids from roofing contractors to resolve leaks at the
 263 clubhouse.

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Discussion ensued regarding item #8 on the field report.

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C. Proposals

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i. Clubhouse Air Conditioning

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Mr. Blanco stated the A/C unit at the clubhouse needs to be replaced. He stated there
 270 are two proposals from Prestige Air and AMVPro that were obtained by the Chairman.
 271 Prestige Air offered two proposals for new installation of an A/C unit at a cost of \$10,352

Villa Sol CDD
 March 14, 2023

272 and \$11,570. AMVPro offered a proposal # 40 for new installation of an A/C unit at a
 273 cost of \$7,500.

274 This item was tabled to the next meeting.

275 **ii. Guardhouse Air Conditioning**

276 Discussion ensued regarding the proposal obtained by the Chairman for air
 277 conditioning in the guardhouse. Prestige Air provided a proposal for three different size
 278 units, 17 seer at a cost of \$3,529, 19 seer at a cost of \$3,879, and a 20.5 seer at a cost of
 279 \$4,699. AMVPro provided a proposal #30 for a mini-split 12,000 BTU system at a cost
 280 of \$2,100.

281 This item was tabled to the next meeting.

282 **iii. Guardhouse Security**

283 Two proposals were given for security services. Allied Universal provided a proposal
 284 for security services at a total annual cost of \$234,482.01, estimated monthly cost of
 285 \$19,540.17, and estimated weekly cost of \$4,509.27. Magnosec provided a proposal for
 286 security services with a dedicated officer at a cost of \$22 per hour.

287 This item was tabled to the next meeting.

288 **iv. Gate Service**

289 Mr. Cordova stated they have not benefitted the District and would like to give them a
 290 30-day notice of cancellation and terminate April 30.

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On MOTION by Mr. Cordova, seconded by Mr. Gagnon, with all in favor, unanimous approval was given to provide termination to Envera effective April 30 for gate service and clubhouse monitoring.

297 Mr. Cordova presented three proposals for Complete Access Control #22298,
 298 #22366, and ButterflyMX #00032168 to the Board, which he obtained, for gate
 299 equipment, gate access, and software. A discussion ensued regarding the proposals and
 300 the costs for repairs. Mr. Cordova asked questions about how restrictive gates access
 301 could be.

302 Mr. Clark provided an explanation of the bonds to the Board. Mr. Cordova had
 303 questions regarding denying public access and how it will affect the bond. Mr. Clark
 304 advised that there must be a public access option as the roads are funded with public
 305 money; violating this could violate the bonds and result in revocation of the tax-exempt
 306 status allowed to the District.

Villa Sol CDD
March 14, 2023

307 Mr. Mena stated that there is around \$50,000 left in the budget for FY2023
308 concerning the line item “Contract – security services.” Mr. Mena suggested that the
309 Board wait until next fiscal year, where they would have the total line-item amount
310 available for starting a new service. Mr. Clark suggested to wait to make any decisions
311 prior to spending any money. Ms. Trucco suggested to delegate authority to Mr. Cordova
312 to execute the proposals subject to District Counsel sign off. A discussion ensued
313 regarding the repairs of the gates and powder coating.

314 Discussion ensued regarding funding for the proposals for repairs, and if the money
315 should be used for these repairs at this time. Mr. Comas raised concerns with going above
316 the budget to make the repairs listed in the proposals.

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On MOTION by Mr. Cordova, seconded by Mr. Perez, in favor, and Mr. Gagnon and Mr. Comas, opposed, the motion failed by margin of 2-2 to delegate authority.

322 Discussion ensued regarding a proposal from Magnosec. Mr. Perez stated he would
323 like to have security, because there will be no gates once the contract is terminated with
324 Envera. Mr. Cordova stated that he does not understand why Envera has done such a
325 poor job.

326 **v. Inframark**

327 Inframark provided four proposals for the Boards consideration which are, proposal
328 #WOVS02272023 at a cost of \$640.00 for rust stain removal and touch up paint, proposal
329 #WOVS02282023 at a cost of \$920.00 for PVC fence cleaning service, proposal
330 #WOVS03012023 at a cost of \$1,190.00 for speed bumps installation and proposal
331 #WOVS03022023 at a cost of \$400.00 for doggie pot station trash can installation. Mr.
332 Cordova asked about the basketball court and if it had been cleaned.

333 Discussion ensued regarding Envera contract. Mr. Cordova stated he does not want to
334 give them any more money. A question was raised if there was a proposal just for the
335 hard drives. Mr. Cordova asked how old the system was. Mr. Blanco stated it is about 4
336 years old.

337 This item was tabled to the next meeting.

338 **vi. Servusat**

339 Two proposals were provided to the Board for consideration. Servusat provided two
340 proposals for video surveillance system #E1189 at a cost of \$2,222.30, and #E1191 at a

Villa Sol CDD
 March 14, 2023

341 cost of \$977.29. A proposal was also given from Servusat for removal of outdoor camera
 342 and wall repair at a cost of \$193.50.

343 This item was tabled to the next meeting.

344 **vii. Benny’s Pressure Washing**

345 Mr. Mena stated it will cost \$325 to remove the donut markings in the road.

346 This item was tabled to the next meeting.

347 **viii. Techni-Pools**

348 Mr. Blanco stated this proposal is for the motor. Mr. Blanco stated there was an issue
 349 with the pump and was repaired. Mr. Cordova suggested the motor be replaced.

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351 On MOTION by Mr. Cordova, seconded by Mr. Gagnon,
 352 with all in favor, unanimous approval was given for
 353 Techni-Pools #1418, to replace the motor at a cost of
 354 \$2,682.50.

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356 **TENTH ORDER OF BUSINESS Request & Comments**

357 Mr. Cordova stated he is very unhappy with Inframark’s Management and their
 358 communication with the Board. He stated he does not believe field is reporting work that
 359 needs to be done. He stated the contract needs to be looked at again and hold Inframark
 360 accountable. Mr. Perez stated he did provide a letter to Mr. Clark for termination of
 361 Inframark but was advised to not present it in this meeting. Mr. Cordova asked the Ms.
 362 Trucco if she could find a way out of the current management contract that would avoid
 363 any early termination fees.

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365 On MOTION by Mr. Cordova, seconded by Mr. Perez,
 366 with all in favor, except Mr. Comas, approval was given to
 367 direct District Counsel to look into early termination of
 368 Inframark based on existing grievances.

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370 Ms. Trucco suggested to take photos prior to termination of Envera.

371 Mr. Comas asked who was present at the inspection with the Fire Marshall, and how
 372 Inframark was able to retrieve the report. Mr. Mena stated that he only received an email
 373 from Mr. Perez after the scheduled inspection with a list of violations. Mr. Perez stated
 374 he did the inspection to avoid violations. Mr. Comas asked who’s responsible for
 375 scheduling with the Fire Marshall. Mr. Comas stated it has been the field manager
 376 previously and why does it have to be a Board member. Mr. Comas stated his last request
 377 would be to receive access to the cameras at the clubhouse, gates, door lock combination
 378 provided to all Board members and not just one person.

Villa Sol CDD
March 14, 2023

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On MOTION by Mr. Comas, seconded by Mr. Cordova, in favor, with Mr. Comas and Mr. Cordova in favor, and Mr. Gagnon and Mr. Perez opposed, the motion failed by margin 2-2, to allow Board members to have access to cameras at the clubhouse, gates, and door lock combination.

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Mr. Perez stated two people can have access to the cameras at the clubhouse. Ms. Trucco stated if the Board wants access, it should be permitted to them. Mr. Mena asked Counsel if there was an issue with all Supervisors just having access, given it was a District building. Ms. Trucco said no, there should not be any issue. Mr. Mena stated it was not Inframark that placed the lock on the office door and cannot grant access, but that it was the Chairman.

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Mr. Cordova stated there are still old Board members that have keys to the doors in the clubhouse and should not have access. Mr. Mena suggested the Board change all locks to the building, as a way to assure there are no extra keys floating around. Mr. Cordova suggested an amount of \$400 for a locksmith to re-key the doors in the clubhouse. Mr. Cordova asked Mr. Mena who all has access to the keys. Mr. Cordova stated he doesn't think all the Board members should have a set of keys and rather placed a set of keys in the lockbox and everyone have access to that lockbox.

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On MOTION by Mr. Cordova, seconded by Mr. Gagnon, with all in favor, approval was given to authorize a not to exceed amount of \$400 for the Chairman to re-key all doors in the clubhouse.

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ELEVENTH ORDER OF BUSINESS Adjournment

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Meeting adjourned at 7:29 p.m.

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Gabriel Mena, Secretary



Chairman