

**MINUTES OF MEETING
VILLASOL
COMMUNITY DEVELOPMENT DISTRICT**

The continued meeting of the Board of Supervisors of the VillaSol Community Development District was held on Wednesday, June 7, 2023 at 5:00 p.m. at the VillaSol Clubhouse, 3050 Puerta Del Sol Boulevard, Kissimmee, Florida.

Present and constituting a quorum were:

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

Also present were:

Jason Showe	District Manager
Jarett Wright	Field Manager
Kristen Trucco	District Counsel

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Mr. Showe called the meeting to order at 5:00 p.m. Four Board members were present in person constituting a quorum.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

**Audience Comments on Agenda Items
(Limited to 3 Minutes)**

Mr. Showe stated that this was the time for audience members to make any public comments.

Audience member commented on a problem with following the rules of the community and security issues with the gates, loud music, vandalism, smoking in the pool area, and kids with soccer balls in the pool area. A request was made for all signs on rules and regulations to be in English and Spanish.

Another member asked about gate process issues and vandalism.

Various members of the audience comments included concern with security, safety, and patrol services.

The Board had a question on the Stormwater repair. An explanation was given on the scope of services. The costs and specifics were clarified. Other proposals will be provided. Discussion ensued on pavers, gate opening and closing, and IT issues, public access, vendor access through the gate, codes for gate, payments to company and deposits,

FOURTH ORDER OF BUSINESS **District Engineer**

A. Consideration of Work Authorization Number 2023-1 for Preparation of Annual Engineer’s Report 2023

Mr. Showe presented work authorization #2023-1 for the Annual Engineer’s Report for 2023. He described the specifics of the scope of work and costs. He noted these are an annual requirement as a part of the bonds. There was a proposed fee of \$4,500. He asked the Board for any questions. The Board asked a question about the requirement and costs.

On MOTION by Mr. Perez, seconded by Mr. Gagnon, with all in favor, Work Authorization #2023-1 for Preparation of Annual Engineer’s Report 2023, was approved.

FIFTH ORDER OF BUSINESS **Business Matters**

A. Review of Draft Revised FY2024 Proposed Budget

Mr. Showe reviewed the revised FY2024 proposed budget. He noted there was a copy provided to the Board. He reviewed the revisions and the changes made since GMS began its work with the District. Some concerns were voiced on incoming invoices, the transition, and previous management company practices. Specific changes were discussed. Ms. Trucco explained the process of the budgeting proposals. Questions were asked about engineering and the Board was concerned about the projected costs of \$30,000.

Other discussion topics were on raising the projected attorney fees, adjustment of other line items, contracts, scheduling of meetings, notices and advertising, field engineering, security services, gate repair, pool services, and the control system. Mr. Showe noted the proposed budget would be adopted in July. He added they may have some changes based on the transition of the last 3 months. A question was asked about what is included in the miscellaneous line item. Mr. Showe noted this would include minor repairs, supplies, and other items. Reserves, transfers and capital projects were also discussed.

Mr. Showe covered the records received from the previous management to include boxes of physical records, electronic documents, and reorganizing of what has been received. He noted they are waiting on access to vendor contracts. He added scheduling of items and requests.

B. Discussion of Off Duty Patrols

C. Discussion of Amenity Center Staffing

Mr. Showe reviewed the off-duty patrols to include the contract, hours, and the on-site advantage of patrols. Discussion ensued on specific duties and the pool attendants, fees, additional security, rules and regulations, special events rental policies, alcohol usage, and amenities.

Mr. Showe asked if there was a motion for a prior authorization to continue the service. The Board further discussed the schedule, how many times per week, costs, and pursuing other proposals. Ms. Trucco explained other legal issues around the topic. Further discussion ensued around budgeting. Board consensus was to continue but reduce as soon as possible to two days per week.

SIXTH ORDER OF BUSINESS

District Counsel

A. Memorandum Regarding Legal Issues Related to the Internet & Overview of the Public Records Law and Sunshine Law

Ms. Trucco reviewed the legal issues related to the internet. She reviewed the Sunshine Laws for all Board members in attendance. She noted she would forward all documents relating to these to the Board members.

A Board member asked about the concerns of someone recording the meeting. Ms. Trucco stated this would be public record and explained other legal issues around recording of the meeting. Another question was asked about video recordings of the meetings and cost of storage space to the CDD. Mr. Showe added there is a Florida statute on the limitation of time on storage of records.

Discussion ensued on video recordings, difficulty with hearing the recordings, equipment for better understanding of the recordings, maintaining records, and other issues with recording and who owns the copies of the meetings. Ms. Trucco stated the recordings and notes are on file.

B. Discussion of Parking/Towing Rules

Ms. Trucco stated she was reviewing the parking and towing rules and renewing what was in place. She explained the legal issues regarding the statute on this issue. She added other

related concerns and exploring what other CDDs are doing. She noted that permit parking was permissible and discussed towing companies and signage for moving forward.

Mr. Showe noted a motion was needed to resume the towing and the rules would be sent out in a notice to the community. The Board was concerned about the current towing company and the difference in another company's coverage. This motion was made to begin July 1st. The Board asked a question on when a vehicle is towed where they are picked up. Ms. Trucco will send the statutes to the Board. Further discussion ensued on the protocol of this process, the public hearing, public comment, review and changes to the policies.

On MOTION by Mr. Gagnon, seconded by Mr. Perez, with all in favor, to Reinstate Towing Rules as of July 1st, Providing the Clearance of Counsel, was approved.

SEVENTH ORDER OF BUSINESS

District Manager's Report

A. Update on Records Transition

Mr. Showe stated the records process is in transition. He explained what had occurred to this point. The Board asked to provide a number from 1-10 as to how far along the transition process was at this point. Mr. Showe replied in regard to the time frame we are further along than normal. He noted they are still missing some items. Ms. Trucco added comments regarding legal process. He was again asked for a number of 1-10. Board member stated by the end of next week if everything was received would GMS be ready with finals by July 1st. Mr. Showe added updated financials will need to be added to our system. Electronic records are a big part of making financial determinations.

B. Presentation of Sheriff Reports

Mr. Showe stated the sheriff's reports have been presented to the Board and going forward as they are received; they will be forwarded.

C. Action Items List

- i. Spa Repair Proposals**
- ii. Camera System Repair Proposals**

Mr. Showe stated since they have started the action items are in process including the gate system, issues with papers, recreation center air conditioning repair, camera access, and proposals for options. He covered several action items that were in process. He reviewed the proposal with 2 options for the camera system. He recommended the 2nd option. He added he did

not have access to the cameras. Discussion ensued on the process of installation of the cameras, pricing, and other issues and concerns. It was asked if any Board members have access to the cameras. Further discussion ensued on the control system and that it was not working, safety of the system, the old system, and the need for a new system.

Action list items were reviewed to include gym equipment, entrance and landscaping, roads, and front gate installation.

D. Registered Voters – 848

Mr. Showe stated there were 848 residents residing in the District.

E. Form 1 Filing Deadline Reminder

Mr. Showe reminded Board members on the Form 1 Deadline from the Supervisors of Elections. They are required to be turned in by July 1st.

F. Room Reservation

Mr. Showe noted that the HOA would like to reserve the room on July 22nd. Comments were made on requirements of lease and concern with legal possibilities. Ms. Trucco added a special events policy is needed for these events. She added a waiver should be drafted to include a statement that the HOA would indemnify the CDD for any damage caused by anyone that is attending the event or as a result of the event and will hold the CDD harmless for any liability. She noted this could be completed by her office. It was asked if the HOA should submit any evidence of insurance.

On MOTION by Mr. Perez, seconded by Mr. Gagnon, with Mr. Perez, Mr. Gagnon, Ms. Cordova and Mr. Edgecombe in favor and Mr. Comas opposed, to Direct Staff to Work with a Board Member for the Special Event to Work with Counsel to Draft a Waiver, was approved 4-1.

G. Next Meeting Time Confirmation

Mr. Showe stated they wanted to clarify the times for the next meeting for correct advertising. He noted the current advertised time is for 1:00 p.m. The cost and notice time were discussed. Discussion ensued on what would be the best way to save money for the time/notice, it was a budget meeting and a public hearing. It was noted a change in time would require a notice and the process for publication and notifications.

After discussion it was decided to verify the time that was published and use that as the meeting time. The Board will be notified.

EIGHTH ORDER OF BUSINESS

Field Operations

A. Field Report

Mr. Wright reviewed the Field Manager’s Report to include landscape enhancements needed around the amenity center, palm trimming, need for pressure washing the basketball courts, repair drainage issue, recommendation of high fencing with keycard access, repainting, doggie station replacement, street signage replacement, overlook and park cleanup, paver repair, boat ramp repair, gym equipment repair, clubhouse repairs, pool signs ordered, dome mats, pool deck and pergola pressure washing, and front entrance sign.

He noted many of these issues are needed for compliance. Questions and comments were made about playground mulch and rusting, sidewalk molding, pricing of maintenance issues, outdated signage,

Ms. Trucco discussed safety concerns and liability on some of the issues and repairs discussed by Mr. Wright.

Mr. Wright gave recommendations for paver repair, elevation, and will get proposals, costs and options. Further options were discussed with companies and pricing. Ms. Trucco discussed previous Board decisions and option, inspections, warranties and other issues.

Mr. Wright explained the recommendation for specifics of the system and what was included. He added this is a top-of-the-line system. Proposals and pricing were discussed. Discussion ensued on specifics of the projects. Other proposed projects, specifics, and options and inspections were discussed.

i. Tonal Quotation

Mr. Wright presented the tonal quotes and explained the specifics. Discussion ensued on disposal process, other proposal options, liabilities, usage, pricing, other fees, timelines, and budget.

On MOTION by Ms. Cordova, seconded by Mr. Gagnon, with all in favor, Not to Exceed \$2,500 per month for Field Management Services, was approved.

Question was asked about the action item list as to which were compliance, which were priority, which one is safety, or are they separated. Mr. Wright noted he is still building the list since the takeover and figure out the checklist items.

NINTH ORDER OF BUSINESS **Supervisor’s Requests & Comments**

Mr. Showe asked for Supervisor’s request. A comment was made on the Sentinel and the pricing. Other comments were made on the transition process. Other comments were made on sodding, building quotes, reserve study, roofing for clubhouse,

Ms. Trucco made comments on requirement for a 4-hour ethics training for Board members as of January 1st. Options for training was discussed.

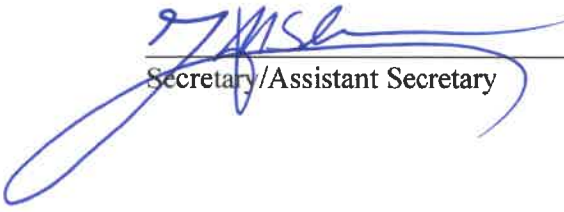
It was asked if the commercial washer worked.

TENTH ORDER OF BUSINESS **Next Meeting Date – July 11, 2023 at 1:00 PM**

Mr. Showe stated the next meeting date will be on July 11, 2023 at 1:00 p.m.

ELEVENTH ORDER OF BUSINESS **Adjournment**

On MOTION by Mr. Cordova, seconded by Mr. Cagnon, with all in favor, the meeting was adjourned.


Secretary/Assistant Secretary


Chairman/Vice Chairman