



**VISTA
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
NOVEMBER 17, 2017
10:00 A.M.**

Special District Services, Inc.
The Oaks Center
2501A Burns Road
Palm Beach Gardens, FL 33410

www.vistacdd.org
561.630.4922 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
VISTA
COMMUNITY DEVELOPMENT DISTRICT
2100 Emerald Dunes Drive
West Palm Beach, FL 33411
REGULAR BOARD MEETING
November 17, 2017
10:00 a.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Comments from the Public for Items Not on the Agenda
- F. Approval of Minutes
 - 1. June 1, 2017 Regular Board Meeting & Public Hearing.....Page 2
- G. Old Business
- H. New Business
 - 1. Consider Resolution No. 2017-05 – Adopting a Fiscal Year 2016/2017 Amended Budget.....Page 6
- I. Administrative Matters
- J. Board Members Comments
- K. Adjourn

**Notice of Regular Board Meeting of the
Vista Community Development District**

The Board of Supervisors of the Vista Community Development District will hold a Regular Board Meeting on November 17, 2017, at 9:00 a.m., or as soon thereafter as can be heard, at 2100 Emerald Dunes Drive, West Palm Beach, Florida 33411.

The purpose of the Regular Board Meeting is for the Board to consider any business which may properly come before it. A copy of the Agenda may be obtained from the District's website or at the offices of the District Manager, 2501A Burns Road, Palm Beach Gardens, Florida, during normal business hours. The meeting is open to the public and will be conducted in accordance with the provisions of Florida law for Community Development Districts. Meetings may be continued as found necessary to a time and place specified on the record.

There may be occasions when one or more Supervisors will participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Supervisors may be fully informed of the discussions taking place.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at this meeting should contact the District Manager at (561) 630-4922, and/or toll free at 1-877-737-4922, at least seven (7) days prior to the date of the meeting.

If any person decides to appeal any decision made with respect to any matter considered at this Regular Board Meeting, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made at their own expense and which record includes the testimony and evidence on which the appeal is based.

Meetings may be cancelled from time to time without advertised notice.

Vista Community Development District

www.vistacdd.org

PUBLISH: The Palm Beach Post 11/10/17

VISTA COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
JUNE 1, 2017

A. CALL TO ORDER

District Manager Jason Pierman called the June 1, 2017, Regular Board Meeting of the Vista Community Development District to order at 10:09 a.m. at 2100 Emerald Dunes Drive, West Palm Beach, Florida 33411.

B. PROOF OF PUBLICATION

Mr. Pierman presented proof of publication that notice of the Regular Board Meeting had been published in *The Palm Beach Post* on September 19, 2016, as part of the District's Fiscal Year 2016/2017 Regular Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

Mr. Pierman determined that the attendance of the following Supervisors constituted a quorum and it was in order to proceed with the meeting: Chairman Kenneth R. Green, Vice Chairperson Lesley Ray and Supervisor Erin Stevens.

Staff in attendance were: District Manager Jason Pierman of Special District Services, Inc.; General Counsel Michael Pawelczyk of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.; and District Engineer Fred Roth of Michael B. Schorah and Associates, Inc.

D. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

There were no comments from the public for items not on the agenda.

F. APPROVAL OF MINUTES

1. March 2, 2017, Regular Board Meeting

Mr. Pierman presented the minutes of the March 2, 2017, Regular Board Meeting and asked if there were any changes. A **motion** was then made by Ms. Rey, seconded by Mr. Stevens and unanimously passed to approve the minutes of the March 2, 2017, Regular Board Meeting, as presented.

Mr. Pierman then recessed the Regular Board Meeting and opened the Public Hearing.

G. PUBLIC HEARING

1. Proof of Publication

VISTA COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
JUNE 1, 2017

Mr. Pierman presented proof of publication that notice of the Public Hearing had been published in *The Palm Beach Post* on May 12, 2017, and May 19, 2017, as legally required.

2. Receive Public Comment on the Fiscal Year 2017/2018 Final Budget

Mr. Pierman noted that no members of the public were present.

3. Consider Resolution No. 2017-02 – Adopting a Fiscal Year 2017/2018 Final Budget

Mr. Pierman presented Resolution No. 2017-02, entitled:

RESOLUTION NO. 2017-02

**A RESOLUTION OF THE VISTA COMMUNITY DEVELOPMENT DISTRICT
ADOPTING A FISCAL YEAR 2017/2018 BUDGET.**

A motion was made by Ms. Rey, seconded by Mr. Stevens and passed unanimously to adopt Resolution No. 2017-02, as presented.

Mr. Pierman then closed the Public Hearing and reconvened the Regular Board Meeting.

H. OLD BUSINESS

1. Update Regarding Parcel 6 Lake Work/Northern Palm Beach County Improvement District (“Northern”) Certification

Mr. Roth delivered the record drawings, pipe outfall video report, and video to the Board, and stated that they had just been delivered to Northern. Mr. Pawelczyk requested that Mr. Roth also distribute PDF versions of the report and record drawings, to which Mr. Roth agreed. Mr. Pawelczyk advised that we now need a quit claim deed from Northern to Vista LLC for the old lake, noting that the new lake already belongs to Northern. Mr. Green asked that staff ensure that contractor liens had been released upon payment. Mr. Pawelczyk noted that he would keep following up with Mr. Edwards of Northern concerning the legal issues related to the conveyance.

I. NEW BUSINESS

1. Consider Resolution No. 2017-03 – Adopting a Fiscal Year 2017/2018 Meeting Schedule

Mr. Pierman presented Resolution No. 2017-03, entitled:

RESOLUTION NO. 2017-03

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VISTA
COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR**

VISTA COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
JUNE 1, 2017

**MEETING SCHEDULE FOR FISCAL YEAR 2017/2018 AND SETTING THE
TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING
AN EFFECTIVE DATE.**

A **motion** was made by Ms. Rey, seconded by Mr. Stevens and passed unanimously to adopt Resolution No. 2017-03, as presented.

2. Consider Resolution No. 2017-04 – Electronic Approval Process and Authorized Signatories

Mr. Pierman presented Resolution No. 2017-04, entitled:

RESOLUTION NO. 2017-04

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VISTA
COMMUNITY DEVELOPMENT DISTRICT, AUTHORIZING THE
ESTABLISHMENT OF A DISTRICT CHECKING/OPERATING ACCOUNT,
DESIGNATING DISTRICT OFFICIALS AND/OR AUTHORIZED STAFF TO
REVIEW, APPROVE AND ISSUE PAYMENT OF EXPENDITURES,
SELECTING THE SIGNATORIES THEREOF; AND PROVIDING AN
EFFECTIVE DATE.**

Mr. Pierman explained that although the Board had recently adopted a similar resolution, due to another retirement at SDS, payment approvers needed to be updated. The Board noted that Mr. Green, as Chairman, would be the additional signer.

A **motion** was made by Ms. Rey, seconded Mr. Stevens and passed unanimously to adopt Resolution No. 2017-04, as presented, naming Mr. Green as the additional signer.

J. ADMINISTRATIVE MATTERS

Mr. Pawelczyk stated that he would inform Mr. Edwards that the Board had met and is anxious to move forward now that the engineering documents have been delivered.

K. BOARD MEMBER COMMENTS

There were no comments from the Board Members.

L. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Stevens, seconded by Ms. Rey, and unanimously passed to adjourn the Regular Board Meeting at 10:26 a.m.

VISTA COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
JUNE 1, 2017

Secretary/Assistant Secretary

Chair/Vice-Chair

RESOLUTION NO. 2017-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VISTA COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2016/2017 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors of the Vista Community Development District (“District”) is empowered to provide a funding source and to impose special assessments upon the properties within the District; and,

WHEREAS, the District has prepared for consideration and approval an Amended Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE VISTA COMMUNITY DEVELOPMENT DISTRICT, THAT:

Section 1. The Amended Budget for Fiscal Year 2016/2017 attached hereto as Exhibit “A” is hereby approved and adopted.

Section 2. The Secretary/Assistant Secretary of the District is authorized to execute any and all necessary transmittals, certifications or other acknowledgements or writings, as necessary, to comply with the intent of this Resolution.

PASSED, ADOPTED and EFFECTIVE this 17th day of November, 2017.

ATTEST:

**VISTA
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Vista
Community Development District

**Amended Final Budget For
Fiscal Year 2016/2017
October 1, 2016 - September 30, 2017**

CONTENTS

- I AMENDED FINAL OPERATING FUND BUDGET
- II AMENDED FINAL DEBT SERVICE FUND BUDGET

AMENDED FINAL BUDGET
VISTA COMMUNITY DEVELOPMENT DISTRICT
OPERATING FUND
FISCAL YEAR 2016/2017
OCTOBER 1, 2016 - SEPTEMBER 30, 2017

	FISCAL YEAR 2016/2017 BUDGET 10/1/16 - 9/30/17	AMENDED FINAL BUDGET 10/1/16 - 9/30/17	YEAR TO DATE ACTUAL 10/1/16 - 9/29/17
REVENUES			
O & M Assessments	54,490	54,576	54,576
Debt Assessments	368,335	368,824	368,824
Other Revenues	0	0	0
Interest Income	240	175	170
TOTAL REVENUES	\$ 423,065	\$ 423,575	\$ 423,570
EXPENDITURES			
Engineering/Inspections	3,000	3,300	2,260
Management	18,636	18,636	18,636
Legal	7,500	10,500	9,026
Assessment Roll	6,000	6,000	6,000
Audit Fees	3,100	3,100	3,100
Arbitrage Rebate Fee	650	650	650
Insurance	6,000	5,778	5,778
Legal Advertisements	1,500	1,250	753
Miscellaneous	900	500	94
Postage	250	105	99
Office Supplies	450	300	259
Dues & Subscriptions	175	175	175
Trustee Fee	3,800	3,657	3,657
Continuing Disclosure Fee	1,000	1,000	1,000
Website Management	1,500	1,500	1,500
TOTAL EXPENDITURES	\$ 54,461	\$ 56,451	\$ 52,987
REVENUES LESS EXPENDITURES	\$ 368,604	\$ 367,124	\$ 370,583
Bond Payments	(346,235)	(349,735)	(349,735)
BALANCE	\$ 22,369	\$ 17,389	\$ 20,848
County Appraiser & Tax Collector Fee	(8,456)	(4,808)	(4,808)
Discounts For Early Payments	(16,913)	(15,370)	(15,370)
EXCESS/ (SHORTFALL)	\$ (3,000)	\$ (2,789)	\$ 670
Carryover From Prior Year	3,000	3,000	0
NET EXCESS/ (SHORTFALL)	\$ -	\$ 211	\$ 670

FUND BALANCE AS OF 9/30/16	
FY 2016/2017 ACTIVITY	
FUND BALANCE AS OF 9/30/17	

\$100,045
(\$2,789)
\$97,256

Notes

Carryover From Prior Year Of \$3,000 was used to reduce Fiscal Year 2016/2017 Assessments.
\$2,000 Of Fund Balance To Be Used To Reduce 2017/2018 Assessments.

AMENDED FINAL BUDGET
VISTA COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND
FISCAL YEAR 2016/2017
OCTOBER 1, 2016 - SEPTEMBER 30, 2017

	FISCAL YEAR 2016/2017 BUDGET 10/1/16 - 9/30/17	AMENDED FINAL BUDGET 10/1/16 - 9/30/17	YEAR TO DATE ACTUAL 10/1/16 - 9/29/17
REVENUES			
Interest Income	25	1,095	1,077
NAV Tax Collection	346,235	349,735	349,735
Total Revenues	\$ 346,260	\$ 350,830	\$ 350,812
EXPENDITURES			
Principal Payments	115,000	115,000	115,000
Interest Payments	231,260	234,081	234,081
Transfer To Construction Fund	0	8,200	7,872
Total Expenditures	\$ 346,260	\$ 357,281	\$ 356,953
Excess/ (Shortfall)	\$ -	\$ (6,451)	\$ (6,141)

FUND BALANCE AS OF 9/30/16	\$428,079
FY 2016/2017 ACTIVITY	(\$6,451)
FUND BALANCE AS OF 9/30/17	\$421,628

Notes

Reserve Fund Balance = \$293,963*. Revenue Fund Balance = \$127,665*.

Revenue Fund Balance To Be Used To Make 11/1/2017 Interest Payment Of \$113,950.

* Approximate Amounts

Series 2006 Bond Information

Original Par Amount =	\$5,170,000	Annual Principal Payments Due:
Interest Rate =	5.38%	May 1st
Issue Date =	November 2006	Annual Interest Payments Due:
Maturity Date =	May 2037	May 1st & November 1st

Par Amount As Of 9/30/17 = \$4,240,000