



**VISTA  
COMMUNITY DEVELOPMENT  
DISTRICT**

**PALM BEACH COUNTY  
REGULAR BOARD MEETING  
NOVEMBER 1, 2018  
10:00 A.M.**

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

[www.vistacdd.org](http://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 1, 2018  
10:00 a.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Consider Resignations and Appointments to Board Vacancy.....Page 3
- E. Additions or Deletions to Agenda
- F. Comments from the Public for Items Not on the Agenda
- G. Approval of Minutes
  - 1. June 14, 2018 Regular Board Meeting & Public Hearing.....Page 4
- H. Old Business
- I. New Business
  - 1. Consider Resolution No. 2018-06 – Adopting a Fiscal Year 2017/2018 Amended Budget.....Page 8
  - 2. Annual Audit – Consider and Approve 2-Year Renewal Option.....Page 13
- J. Administrative Matters
- K. Board Members Comments
- L. Adjourn

## PROOF OF PUBLICATION

STATE OF FLORIDA

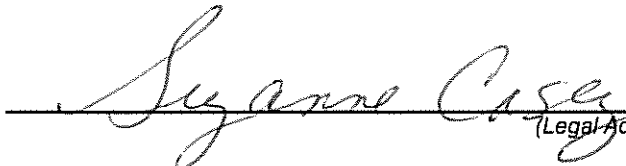
## PUBLIC NOTICE

Before the undersigned authority, personally appeared Suzanne Casey, who on oath, says that he/she is a Legal Advertising Representative of The Palm Beach Post, a daily and Sunday newspaper, published in West Palm Beach and distributed in Palm Beach County, Martin County, and St. Lucie County, Florida; that the attached copy of advertising for a Legal - PublicNotice was published in said newspaper on: first date of Publication 09/21/2018 and last date of Publication 09/21/2018. Affiant further says that the said The Palm Beach Post is a newspaper published in West Palm Beach, in said Palm Beach County, Florida and that the said newspaper has heretofore been continuously published in said Palm Beach County, Florida, daily and Sunday and has been entered as second class mail matter at the post office in West Palm Beach, in said Palm Beach County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he/she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in said newspaper.

VISTA CDD  
2501 BURNS RD  
STE A  
PALM BEACH GARDENS, FL 33410-5207

|                       |            |
|-----------------------|------------|
| Invoice/Order Number: | 0000423378 |
| Ad Cost:              | \$268.32   |
| Paid:                 | \$0.00     |
| Balance Due:          | \$268.32   |

Signed

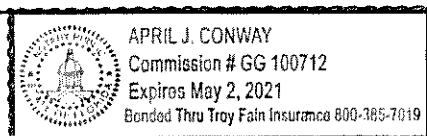
  
\_\_\_\_\_  
(Legal Advertising Agent)

Sworn or affirmed to, and subscribed before me, this 21st day of September, 2018 in Testimony whereof, I have hereunto set my hand and affixed my official seal, the day and year aforesaid.

Signed

  
\_\_\_\_\_  
(Notary)

Please see Ad on following page(s).



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VISTA COMMUNITY  
DEVELOPMENT DISTRICT  
FISCAL YEAR 2018/2019  
REGULAR MEETING SCHEDULE

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Vista Community Development District has set the Fiscal Year 2018/2019 Regular Meeting Schedule to reflect that meetings will be held at 2100 Emerald Dunes Drive, West Palm Beach, Florida 33411 at 10:00 a.m. on the following dates:

October 4, 2018  
November 1, 2018  
December 6, 2018  
January 3, 2019  
February 7, 2019  
March 7, 2019  
April 4, 2019  
May 2, 2019  
June 6, 2019  
August 1, 2019  
September 5, 2019

The purpose of the meetings is to conduct all business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agendas for any of the meetings may be obtained from the District's website or by contacting the District Manager at (561) 630-4922 and/or toll free at 1-877-737-4922 prior to the date of the particular meeting.

From time to time one or more Supervisors may 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. Meetings may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings 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 particular meeting.

Meetings may be cancelled without advertised notice.

VISTA COMMUNITY  
DEVELOPMENT DISTRICT

www.vistacdd.org  
9-21/2018

0000423378-01

**From:** Erin Stevens <[elstv1@hotmail.com](mailto:elstv1@hotmail.com)>  
**Date:** October 23, 2018 at 9:06:43 AM EDT  
**To:** "[JPierman@sdsinc.org](mailto:JPierman@sdsinc.org)" <[jpierman@sdsinc.org](mailto:jpierman@sdsinc.org)>  
**Cc:** "[KGreen@emeralddunesclub.com](mailto:KGreen@emeralddunesclub.com)" <[KGreen@emeralddunesclub.com](mailto:KGreen@emeralddunesclub.com)>  
**Subject:** Resignation Vista CDD

I, Erin Stevens hereby resign from the Vista Community Development District Board, effective October 23, 2018.

Thank you,

Erin L. Stevens, CGCS, MG

Sent from my iPhone

**VISTA COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
JUNE 14, 2018**

**A. CALL TO ORDER**

District Manager Jason Pierman called the June 14, 2018, Regular Board Meeting of the Vista Community Development District to order at 10:20 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 21, 2017, as part of the District's Fiscal Year 2017/2018 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 Rey and Supervisor Erin Stevens.

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

**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 1, 2018, Regular Board Meeting**

Mr. Pierman presented the minutes of the March 1, 2018, Regular Board Meeting and asked if there were any changes.

A **motion** was then made by Mr. Stevens, seconded by Ms. Rey and unanimously passed to approve the minutes of the March 1, 2018, Regular Board Meeting, as presented.

**G. OLD BUSINESS**

There were no Old Business items to come before the Board.

**H. NEW BUSINESS**

**1. Consider Resolution No. 2018-02 – Amending Resolution No. 2018-01 Amending the Date and Time for the Public Hearing**

Mr. Pierman presented Resolution No. 2018-02, entitled:

**RESOLUTION NO. 2018-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VISTA COMMUNITY DEVELOPMENT DISTRICT AMENDING RESOLUTION NO. 2018-01; AMENDING THE DATE AND TIME FOR THE PUBLIC HEARING TO CONSIDER THE FISCAL YEAR 2018/2019 FINAL BUDGET AND ASSESSMENTS AND AUTHORIZING THE SECRETARY AND DISTRICT MANAGER TO TAKE CERTAIN ACTIONS TO ACCOMPLISH THE INTENT OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.**

A **motion** was made by Ms. Rey, seconded by Mr. Stevens and passed unanimously to adopt Resolution No. 2018-02, as presented, amending the date to reflect June 14, 2018.

**2. Consider Resolution No. 2018-03 – Adopting a Fiscal Year 2018/2019 Meeting Schedule**

Mr. Pierman presented Resolution No. 2018-03, entitled:

**RESOLUTION NO. 2018-03**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VISTA COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2018/2019 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.**

Following discussion regarding the schedule, the Board consensus was to delete the July 4<sup>th</sup> meeting.

A **motion** was then made by Ms. Rey, seconded by Mr. Stevens and passed unanimously to adopt Resolution No. 2018-03, as amended.

**3. Consider Resolution No. 2018-04 – Adopting a Statewide Mutual Aid Agreement**

Mr. Pierman presented Resolution No. 2018-04, entitled:

**RESOLUTION NO. 2018-04**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VISTA COMMUNITY DEVELOPMENT DISTRICT, STATE OF FLORIDA, APPROVING THE *REVISED* FLORIDA STATEWIDE MUTUAL AID AGREEMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

A **motion** was made by Ms. Rey, seconded by Mr. Stevens and passed unanimously to adopt Resolution No. 2018-04, as presented.

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

**I. PUBLIC HEARING**  
**1. Proof of Publication**

Mr. Pierman presented proof of publication that notice of the Public Hearing had been published in *The Palm Beach Post* on May 25, 2018, and June 1, 2018, as legally required.

**2. Receive Public Comment on the Fiscal Year 2018/2019 Final Budget**

Mr. Pierman noted that there were no members of the public in attendance.

**3. Consider Resolution No. 2018-05 – Adopting a Fiscal Year 2018/2019 Final Budget**

Mr. Pierman presented Resolution No. 2018-05, entitled:

**RESOLUTION NO. 2018-05**

**A RESOLUTION OF THE VISTA COMMUNITY DEVELOPMENT DISTRICT  
ADOPTING A FISCAL YEAR 2018/2019 BUDGET.**

A **motion** was made by Mr. Stevens, seconded by Ms. Rey and passed unanimously to adopt Resolution No. 2018-05, as presented.

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

**J. ADMINISTRATIVE MATTERS**

Discussion ensued regarding the ability for Supervisors to be paid for their position on the Board. Mr. Pierman explained that Supervisors were entitled to up to \$200 per meeting, not to exceed \$4,800 per year. He noted that having the policy in place is sometimes a good way of enticing members of the public to join the Board. Following discussion, a **motion** was made by Mr. Stevens, seconded by Ms. Rey, and unanimously passed to table the discussion until the next meeting.

**K. BOARD MEMBER COMMENTS**

Mr. Pierman reminded the Board to complete their Financial Disclosure form (Form 1) prior to the July deadline. He also noted that the qualifying period for Seats 1, 2, and 5 runs from noon, June 18, 2018, to noon, June 22, 2018.

**L. ADJOURNMENT**

There being no further business to come before the Board, a **motion** was made by Ms. Rey, seconded by Mr. Stevens and unanimously passed to adjourn the Regular Board Meeting at 10:32 a.m.



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Secretary/Assistant Secretary

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Chair/Vice-Chair

**RESOLUTION NO. 2018-06**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VISTA COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2017/2018 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 2017/2018 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 1<sup>st</sup> day of November, 2018.

**ATTEST:**

**VISTA  
COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Chairperson/Vice Chairperson

Vista  
Community Development District

**Amended Final Budget For  
Fiscal Year 2017/2018  
October 1, 2017 - September 30, 2018**

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

**AMENDED FINAL BUDGET**  
**VISTA COMMUNITY DEVELOPMENT DISTRICT**  
**OPERATING FUND**  
**FISCAL YEAR 2017/2018**  
**OCTOBER 1, 2017 - SEPTEMBER 30, 2018**

|                                      | <b>FISCAL YEAR<br/>2017/2018<br/>BUDGET<br/>10/1/17 - 9/30/18</b> | <b>AMENDED<br/>FINAL<br/>BUDGET<br/>10/1/17 - 9/30/18</b> | <b>YEAR<br/>TO DATE<br/>ACTUAL<br/>10/1/17 - 9/29/18</b> |
|--------------------------------------|---|---|--|
| <b>REVENUES</b>                      |   |   |  |
| O & M Assessments                    | 55,835  | 55,947  | 55,947   |
| Debt Assessments                     | 366,649   | 367,161   | 367,161  |
| Other Revenues                       | 0   | 0   | 0  |
| Interest Income                      | 240   | 225   | 219  |
| <b>TOTAL REVENUES</b>                | <b>\$ 422,724</b>   | <b>\$ 423,333</b>   | <b>\$ 423,327</b>  |
| <b>EXPENDITURES</b>                  |   |   |  |
| Engineering/Inspections              | 2,500   | 2,500   | 1,000  |
| Management                           | 19,020  | 19,020  | 19,020   |
| Legal                                | 7,500   | 9,400   | 7,400  |
| Assessment Roll                      | 6,000   | 6,000   | 6,000  |
| Audit Fees                           | 3,200   | 3,200   | 3,200  |
| Arbitrage Rebate Fee                 | 650   | 650   | 650  |
| Insurance                            | 6,355   | 5,778   | 5,778  |
| Legal Advertisements                 | 1,500   | 1,500   | 1,170  |
| Miscellaneous                        | 900   | 500   | 89   |
| Postage                              | 250   | 100   | 95   |
| Office Supplies                      | 425   | 250   | 227  |
| Dues & Subscriptions                 | 175   | 175   | 175  |
| Trustee Fee                          | 3,750   | 3,657   | 3,657  |
| Continuing Disclosure Fee            | 1,000   | 1,000   | 1,000  |
| Website Management                   | 1,500   | 1,500   | 1,500  |
| <b>TOTAL EXPENDITURES</b>            | <b>\$ 54,725</b>  | <b>\$ 55,230</b>  | <b>\$ 50,961</b>   |
| <b>REVENUES LESS EXPENDITURES</b>    | <b>\$ 367,999</b>   | <b>\$ 368,103</b>   | <b>\$ 372,366</b>  |
| Bond Payments                        | (344,650)   | (348,650)   | (348,650)  |
| <b>BALANCE</b>                       | <b>\$ 23,349</b>  | <b>\$ 19,453</b>  | <b>\$ 23,716</b>   |
| County Appraiser & Tax Collector Fee | (8,449)   | (4,802)   | (4,802)  |
| Discounts For Early Payments         | (16,900)  | (15,604)  | (15,604)   |
| <b>EXCESS/ (SHORTFALL)</b>           | <b>\$ (2,000)</b>   | <b>\$ (953)</b>   | <b>\$ 3,310</b>  |
| Carryover From Prior Year            | 2,000   | 2,000   | 0  |
| <b>NET EXCESS/ (SHORTFALL)</b>       | <b>\$ -</b>   | <b>\$ 1,047</b>   | <b>\$ 3,310</b>  |

|                            |  |
|----------------------------|--|
| FUND BALANCE AS OF 9/30/17 |  |
| FY 2017/2018 ACTIVITY      |  |
| FUND BALANCE AS OF 9/30/18 |  |

|           |
|-----------|
| \$103,483 |
| (\$953)   |
| \$102,530 |

**Notes**

Carryover From Prior Year Of \$2,000 was used to reduce Fiscal Year 2017/2018 Assessments.  
\$6,000 Of Fund Balance To Be Used To Reduce 2018/2019 Assessments.

**AMENDED FINAL BUDGET**  
**VISTA COMMUNITY DEVELOPMENT DISTRICT**  
**DEBT SERVICE FUND**  
**FISCAL YEAR 2017/2018**  
**OCTOBER 1, 2017 - SEPTEMBER 30, 2018**

|                               | <b>FISCAL YEAR<br/>2017/2018<br/>BUDGET</b> | <b>AMENDED<br/>FINAL<br/>BUDGET</b> | <b>YEAR<br/>TO DATE<br/>ACTUAL</b> |
|-------------------------------|---|-------------------------------------|------------------------------------|
| <b>REVENUES</b>               | <b>10/1/17 - 9/30/18</b>                    | <b>10/1/17 - 9/30/18</b>            | <b>10/1/17 - 9/29/18</b>           |
| Interest Income               | 25  | 4,840                               | 4,840                              |
| NAV Tax Collection            | 344,675                                     | 348,650                             | 348,650                            |
| <b>Total Revenues</b>         | <b>\$ 344,700</b>                           | <b>\$ 353,490</b>                   | <b>\$ 353,490</b>                  |
| <b>EXPENDITURES</b>           |   |                                     |                                    |
| Principal Payments            | 120,000                                     | 120,000                             | 120,000                            |
| Interest Payments             | 224,675                                     | 227,900                             | 227,900                            |
| Transfer To Construction Fund | 0   | 10,793                              | 10,793                             |
| <b>Total Expenditures</b>     | <b>\$ 344,675</b>                           | <b>\$ 358,693</b>                   | <b>\$ 358,693</b>                  |
| <b>Excess/ (Shortfall)</b>    | <b>\$ 25</b>                                | <b>\$ (5,203)</b>                   | <b>\$ (5,203)</b>                  |

|                            |
|----------------------------|
| FUND BALANCE AS OF 9/30/17 |
| FY 2017/2018 ACTIVITY      |
| FUND BALANCE AS OF 9/30/18 |

|           |
|-----------|
| \$422,005 |
| (\$5,203) |
| \$416,802 |

Notes

Reserve Fund Balance = \$286,200\*. Revenue Fund Balance = \$130,602\*.

Revenue Fund Balance To Be Used To Make 11/1/2018 Interest Payment Of \$110,725.

\* 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 9/30/18 = | \$4,120,000   |                                |

November 1, 2018

RE: Vista Community Development District Auditor Renewal

At the November 3, 2015 Vista Community Development District Board Of Supervisors meeting, the firm of Grau & Associates was selected to perform the 9-30-2015, 9-30-2016 and 9-30-2017 year end audits of the District with an option to perform the 9-30-2018 and 9-30-2019 audits.

The fees for the 9-30-2015 audit were \$3,000. The fees for the 9-30-2016 audit were \$3,100. And the fees for the 9-30-2017 audit were \$3,200. The proposed fee for the 9-30-2018 audit is \$3,300, which is the budgeted amount for audit fees for Fiscal Year 2018/2019. And the proposed fee for the 9-30-2019 audit is \$3,400.

Grau & Associates has been the district auditor for the past eleven years. Management is pleased with the professionalism and the competence of the Grau & Associates partners and staff; therefore management recommends that the Board approve the renewal option for the Fiscal Year Ending 9-30-2018 and 9-30-2019 audits for Grau & Associates.

Special District Services, Inc.