



**VISTA
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
SPECIAL BOARD MEETING
NOVEMBER 27, 2018
10:00 A.M.**

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

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561.630.4922 Telephone
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AGENDA
VISTA
COMMUNITY DEVELOPMENT DISTRICT
2100 Emerald Dunes Drive
West Palm Beach, FL 33411
SPECIAL BOARD MEETING
November 27, 2018
10:00 a.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Consider Resignations and Appointments to Board Vacancy.....Page 2
- D. Establish Quorum
- 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 3
- H. Old Business
- I. New Business
 - 1. Consider Resolution No. 2018-06 – Adopting a Fiscal Year 2017/2018 Amended Budget.....Page 7
 - 2. Annual Audit – Consider and Approve 2-Year Renewal Option.....Page 12
- J. Administrative Matters
- K. Board Members Comments
- L. Adjourn

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

The Board of Supervisors of the Vista Community Development District will hold a Special Board Meeting on November 27, 2018, at 10:00 a.m. at 2100 Emerald Dunes Drive, West Palm Beach, Florida 33411.

The purpose of the Regular Board Meeting is for the Board to consider any other 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 Special 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 11/20/18

From: Erin Stevens <elstv1@hotmail.com>
Date: October 23, 2018 at 9:06:43 AM EDT
To: "JPierman@sdsinc.org" <jpierman@sdsinc.org>
Cc: "KGreen@emeralddunesclub.com" <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 4th 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.

Secretary/Assistant Secretary

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 1st 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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- 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

	FISCAL YEAR 2017/2018 BUDGET 10/1/17 - 9/30/18	AMENDED FINAL BUDGET 10/1/17 - 9/30/18	YEAR TO DATE ACTUAL 10/1/17 - 9/29/18
REVENUES			
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
TOTAL REVENUES	\$ 422,724	\$ 423,333	\$ 423,327
EXPENDITURES			
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
TOTAL EXPENDITURES	\$ 54,725	\$ 55,230	\$ 50,961
REVENUES LESS EXPENDITURES	\$ 367,999	\$ 368,103	\$ 372,366
Bond Payments	(344,650)	(348,650)	(348,650)
BALANCE	\$ 23,349	\$ 19,453	\$ 23,716
County Appraiser & Tax Collector Fee	(8,449)	(4,802)	(4,802)
Discounts For Early Payments	(16,900)	(15,604)	(15,604)
EXCESS/ (SHORTFALL)	\$ (2,000)	\$ (953)	\$ 3,310
Carryover From Prior Year	2,000	2,000	0
NET EXCESS/ (SHORTFALL)	\$ -	\$ 1,047	\$ 3,310

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

	FISCAL YEAR 2017/2018 BUDGET	AMENDED FINAL BUDGET	YEAR TO DATE ACTUAL
REVENUES	10/1/17 - 9/30/18	10/1/17 - 9/30/18	10/1/17 - 9/29/18
Interest Income	25	4,840	4,840
NAV Tax Collection	344,675	348,650	348,650
Total Revenues	\$ 344,700	\$ 353,490	\$ 353,490
EXPENDITURES			
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
Total Expenditures	\$ 344,675	\$ 358,693	\$ 358,693
Excess/ (Shortfall)	\$ 25	\$ (5,203)	\$ (5,203)

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.