



**VISTA
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
SPECIAL BOARD MEETING
JUNE 14, 2023
10:30 A.M.**

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

www.vistacdd.org
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
June 14, 2023
10:30 a.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Seat New Board Members
- D. Administer Oath of Office & Review Board Member Responsibilities and Duties
- E. Establish Quorum
- F. Election of Officers
 - Chairman
 - Vice Chairman
 - Secretary/Treasurer
 - Assistant Secretaries
- G. Additions or Deletions to Agenda
- H. Comments from the Public for Items Not on the Agenda
- I. Approval of Minutes
 - 1. October 13, 2022 Regular Board Meeting & Public Hearing.....Page 2
- J. Old Business
- K. New Business
 - 1. Consider Resolution No. 2023-01 – Adopting a Fiscal Year 2023/2024 Proposed Budget.....Page 6
 - 2. Consider Adjustment to District Counsel Fee Structure.....Page 13
- L. Administrative Matters
- M. Board Members Comments
- N. Adjourn

Miscellaneous Notices Published in The Palm Beach Post on June 6, 2023

Location

Palm Beach County, Florida

Notice Text

Notice of Special Board Meeting of the Vista Community Development District
The Board of Supervisors of the Vista Community Development District (the District) will hold a Special Board Meeting (Meeting) on June 14, 2023, at 10:30 a.m. at 2100 Emerald Dunes Drive, West Palm Beach, Florida 33411.

The purpose of the Special Board Meeting is for the Board to consider the Fiscal Year 2023/2024 Proposed Budget of the District and any other business which may properly come before the Board. A copy of the Budget and/or 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 1-877-7374922, 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

06-06/2023

**VISTA COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
OCTOBER 13, 2022**

A. CALL TO ORDER

District Manager Jason Pierman called the October 13, 2022, Regular Board Meeting of the Vista Community Development District (the “District”) to order at 10:00 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 23, 2022, and September 30, 2022, 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 Sabrina Church.

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. June 2, 2022, Regular Board Meeting

Mr. Pierman presented the minutes of the June 2, 2022, Regular Board Meeting and asked if there were any changes.

A **motion** was made by Ms. Rey, seconded by Ms. Church and unanimously passed approving the minutes of the June 2, 2022, 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. 2022-02– Resetting Public Hearing Date to Adopt Fiscal Year 2022/2023 Final Budget

Mr. Pierman presented Resolution No. 2022-02, entitled:

RESOLUTION NO. 2022-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VISTA COMMUNITY DEVELOPMENT DISTRICT AMENDING RESOLUTION NO. 2022-01; AMENDING THE DATE AND TIME FOR THE PUBLIC HEARING TO CONSIDER THE FISCAL YEAR 2022/2023 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.

Mr. Green noted a typo in the resolution.

A **motion** was made by Ms. Rey, seconded by Ms. Church and passed unanimously adopting Resolution No. 2022-02, as amended.

2. Consider Resolution No. 2022-03 – Adopting a Fiscal Year 2022/2023 Meeting Schedule

Mr. Pierman presented Resolution No. 2022-03, entitled:

RESOLUTION NO. 2022-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VISTA COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2022/2023 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

A **motion** was made by Ms. Rey, seconded by Ms. Church and passed unanimously adopting Resolution No. 2022-03, as presented.

3. Consider Resolution No. 2022-04 – Adopting a Fiscal Year 2021/2022 Amended Budget

Mr. Pierman presented Resolution No. 2022-04, entitled:

RESOLUTION NO. 2022-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VISTA COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2021/2022 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

A **motion** was made by Ms. Rey, seconded by Ms. Church and passed unanimously adopting Resolution No. 2022-04, as presented.

The Regular Board Meeting was recessed and the Public Hearing was opened.

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 September 23, 2022, and September 30, 2022, as legally required.

2. Receive Public Comment on Fiscal Year 2022/2023 Final Budget

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

3. Consider Resolution No. 2022-05 – Adopting a Fiscal Year 2022/2023 Final Budget

Resolution No. 2022-05 was presented, entitled:

RESOLUTION NO. 2022-05

**A RESOLUTION OF THE VISTA COMMUNITY DEVELOPMENT DISTRICT
ADOPTING A FISCAL YEAR 2022/2023 BUDGET.**

A **motion** was made by Ms. Rey, seconded by Ms. Church and passed unanimously adopting Resolution No. 2022-05, as presented.

The Public Hearing was then closed and the Regular Board Meeting was reconvened.

J. ADMINISTRATIVE MATTERS

Mr. Pierman noted that the next meeting would be held in March or April. Mr. Pawelczyk noted that the Board would need to declare vacancies at the next meeting, and those seats need to be filled with qualified electors.

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 Ms. Rey, seconded by Ms. Church and unanimously passed to adjourn the Regular Board Meeting at 10:23 a.m.

Secretary/Assistant Secretary

Chair/Vice-Chair

RESOLUTION NO. 2023-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VISTA COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2023/2024; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (“Board”) of the Vista Community Development District (“District”) is required by Chapter 190.008, *Florida Statutes*, to approve a Proposed Budget for each fiscal year; and,

WHEREAS, the Proposed Budget including the Assessments for Fiscal Year 2023/2024 has been prepared and considered by the Board.

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

Section 1. The Proposed Budget including the Assessments for Fiscal Year 2023/2024 attached hereto as Exhibit “A” is approved and adopted.

Section 2. A Public Hearing is hereby scheduled for _____, 2023 at _____ a.m. in the 2100 Emerald Dunes Drive, West Palm Beach, FL 33411, for the purpose of receiving public comments on the Proposed Fiscal Year 2023/2024 Budget.

PASSED, ADOPTED and EFFECTIVE this 14th day of June, 2023.

ATTEST:

**VISTA
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairman/Vice Chairman

Vista
Community Development District

**Proposed Budget For
Fiscal Year 2023/2024
October 1, 2023 - September 30, 2024**

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- IV ASSESSMENT COMPARISON**

PROPOSED BUDGET
VISTA COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	FISCAL YEAR 2023/2024 BUDGET
REVENUES	
O & M Assessments	51,672
Debt Assessments	370,299
Other Revenues	0
Interest Income	360
TOTAL REVENUES	\$ 422,331
EXPENDITURES	
Engineering/Inspections	2,500
Management	21,732
Legal	8,000
Assessment Roll	6,000
Audit Fees	3,700
Arbitrage Rebate Fee	650
Insurance	6,600
Legal Advertisements	1,225
Miscellaneous	600
Postage	225
Office Supplies	350
Dues & Subscriptions	175
Trustee Fee	4,025
Continuing Disclosure Fee	1,000
Website Management	2,000
TOTAL EXPENDITURES	\$ 58,782
REVENUES LESS EXPENDITURES	\$ 363,549
Bond Payments	(348,081)
BALANCE	\$ 15,468
County Appraiser & Tax Collector Fee	(8,439)
Discounts For Early Payments	(16,879)
EXCESS/ (SHORTFALL)	\$ (9,850)
Carryover Balance From Prior Year	9,850
NET EXCESS/ (SHORTFALL)	\$ -

DETAILED PROPOSED BUDGET
VISTA COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	FISCAL YEAR 2021/2022 ACTUAL	FISCAL YEAR 2022/2023 BUDGET	FISCAL YEAR 2023/2024 BUDGET	COMMENTS
REVENUES				
O & M Assessments	54,892	52,812	51,672	Expenditures Less Interest & Carryover/.94
Debt Assessments	367,281	369,175	370,299	Bond Payments/.94
Other Revenues	0	0	0	
Interest Income	16	240	360	Interest Projected At \$30 Per Month
TOTAL REVENUES	\$ 422,189	\$ 422,227	\$ 422,331	
EXPENDITURES				
Engineering/Inspections	4,350	2,500	2,500	No Change From 2022/2023 Budget
Management	20,496	21,108	21,732	CPI Adjustment (Capped at 3%)
Legal	5,800	8,000	8,000	No Change From 2022/2023 Budget
Assessment Roll	6,000	6,000	6,000	As Per Contract
Audit Fees	3,500	3,600	3,700	Accepted Amount For 2022/2023 Audit
Arbitrage Rebate Fee	650	650	650	No Change From 2022/2023 Budget
Insurance	5,706	6,100	6,600	FY 2022/2023 Expenditure Was \$6,134
Legal Advertisements	637	1,250	1,225	\$25 Decrease From 2022/2023 Budget
Miscellaneous	25	625	600	\$25 Decrease From 2022/2023 Budget
Postage	58	225	225	No Change From 2022/2023 Budget
Office Supplies	220	350	350	No Change From 2022/2023 Budget
Dues & Subscriptions	175	175	175	No Change From 2022/2023 Budget
Trustee Fee	4,023	4,025	4,025	No Change From 2022/2023 Budget
Continuing Disclosure Fee	1,000	1,000	1,000	No Change From 2022/2023 Budget
Website Management	2,000	2,000	2,000	No Change From 2022/2023 Budget
TOTAL EXPENDITURES	\$ 54,640	\$ 57,608	\$ 58,782	
REVENUES LESS EXPENDITURES	\$ 367,549	\$ 364,619	\$ 363,549	
Bond Payments	(349,760)	(347,025)	(348,081)	2024 P & I Payments Less Earned Interest
BALANCE	\$ 17,789	\$ 17,594	\$ 15,468	
County Appraiser & Tax Collector Fee	(2,603)	(8,439)	(8,439)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(16,109)	(16,880)	(16,879)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ (923)	\$ (7,725)	\$ (9,850)	
Carryover Balance From Prior Year	0	7,725	9,850	Carryover Balance From Prior Year
NET EXCESS/ (SHORTFALL)	\$ (923)	\$ -	\$ -	

DETAILED PROPOSED DEBT SERVICE BUDGET
VISTA COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	FISCAL YEAR 2021/2022	FISCAL YEAR 2022/2023	FISCAL YEAR 2023/2024	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	1,295	25	100	Projected Interest For 2023/2024
NAV Tax Collection	349,760	347,025	348,081	2024 P & I Payments Less Earned Interest
Total Revenues	\$ 351,055	\$ 347,050	\$ 348,181	
EXPENDITURES				
Principal Payments	150,000	160,000	170,000	Principal Payment Due In 2024
Interest Payments	199,413	187,050	178,181	Interest Payments Due In 2024
Transfer To Construction Fund	10,928	0	0	
Total Expenditures	\$ 360,341	\$ 347,050	\$ 348,181	
Excess/ (Shortfall)	\$ (9,286)	\$ -	\$ -	

Series 2006 Bond Information

Original Par Amount =	\$5,170,000	Annual Principal Payments Due =	May 1st
Interest Rate =	5.375%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	November 2006		
Maturity Date =	May 2037		
Par Amount As Of 1/1/23 =	\$3,710,000		

Vista Community Development District Assessment Comparison

	Original Projected Assessment*	Fiscal Year 2020/2021 Assessment*	Fiscal Year 2021/2022 Assessment*	Fiscal Year 2022/2023 Assessment*	Fiscal Year 2023/2024 Projected Assessment*
O & M	\$ 138.85	\$ 104.10	\$ 110.14	\$ 106.05	\$ 103.77
<u>Debt</u>	<u>\$ 745.18</u>	<u>\$ 743.42</u>	<u>\$ 737.30</u>	<u>\$ 741.32</u>	<u>\$ 743.58</u>
Total	\$ 884.03	\$ 847.52	\$ 847.44	\$ 847.37	\$ 847.35

* Assessments Include the Following :

4% Discount for Early Payments

1% County Tax Collector Fee

1% County Property Appraiser Fee

Community Information:

Total Units	498
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LAW OFFICES

BILLING, COCHRAN, LYLES, MAURO & RAMSEY, P.A.

ESTABLISHED 1977

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PLEASE REPLY TO: FORT LAUDERDALE

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February 2, 2023

VIA E-MAIL ONLY—jpierman@sdsinc.org

Mr. Jason Pierman
District Manager
Special District Services, Inc.
2501A Burns Road
Palm Beach Gardens, FL 33410

**Re: Adjustment to District Counsel Fee Structure
Vista Community Development District
Our File: 637.05005**

Dear Jason:

This firm's current fee structure has been in place since 2016. Although we are certainly mindful of the necessity to keep increases in the District's expenses, including the cost of legal services, to a minimum, it has become necessary for us to adjust our hourly rates effective May 1, 2023, as follows:

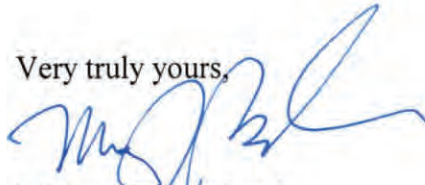
- Attorneys/Partners: \$275.00 per hour
- Attorneys/Associates: \$225.00 per hour

This hourly fee structure will be adjusted on a periodic basis in connection with the District's budget process no later than every third Fiscal Year to reflect changes in the Consumer Price Index published by the U. S. Department of Labor. The CPI has reflected a 23.2% increase since the year 2016 and we have not raised our fees during that time.

Mr. Jason Pierman
February 2, 2023
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Naturally, should you have any questions or require any further information in support of this adjustment you should feel free to contact me at your convenience. As I think you are aware, we very much appreciate the opportunity to serve as District Counsel as well as your courtesy and cooperation with regard to the necessity of what we believe to be both infrequent and reasonable adjustments to our schedule of professional fees.

Very truly yours,



Michael J. Pawelczyk
For the Firm

MJP/jmp