



**VISTA  
COMMUNITY DEVELOPMENT  
DISTRICT**

**PALM BEACH COUNTY  
REGULAR BOARD MEETING  
OCTOBER 5, 2023  
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**  
October 5, 2023  
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
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- G. Old Business
- H. New Business
  - 1. Consider Resolution No. 2023-06 – Adopting a Fiscal Year 2022/2023 Amended Budget.....Page 6
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- I. Administrative Matters
- J. Board Members Comments
- K. Adjourn

Publication Date  
2023-09-25

Subcategory  
Miscellaneous Notices

VISTA COMMUNITY  
DEVELOPMENT DISTRICT  
FISCAL YEAR 2023/2024  
REGULAR MEETING SCHEDULE

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Vista Community Development District will hold Regular Meetings at 2100 Emerald Dunes Drive, West Palm Beach, Florida 33411 at 10:00 a.m. on the following dates:

October 5, 2023  
November 2, 2023  
December 7, 2023  
January 4, 2024  
February 1, 2024  
March 7, 2024  
April 4, 2024  
May 2, 2024  
June 6, 2024  
July 11, 2024  
August 1, 2024  
September 5, 2024

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 discussion 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 ensure 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](http://www.vistacdd.org)

September 25, 2023 9301462

**VISTA COMMUNITY DEVELOPMENT DISTRICT  
PUBLIC HEARING & REGULAR BOARD MEETING  
SEPTEMBER 11, 2023**

**A. CALL TO ORDER**

District Manager Jason Pierman called the September 11, 2023, Regular Board Meeting of the Vista Community Development District (the “District”) to order at 10:15 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 August 25, 2023, and September 1, 2023, 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 and Supervisors Yves Corioland and Maxine Matses.

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

**D. ADDITIONS OR DELETIONS TO THE AGENDA**

Mr. Pierman noted that, prior to the start of the meeting, he had administered the Oath of Office to Ms. Matses, and the Board must now hold officer elections, because there is a new member of the Board.

Following discussion, a **motion** was made by Ms. Matses, seconded by Mr. Green and unanimously passed electing the following slate of officers:

Chair: Kenneth Green  
Vice Chair: Lesley Rey  
Assistant Secretary: Yves Corioland  
Assistant Secretary: Maxine Matses  
Secretary/Treasurer: Jason Pierman

**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 14, 2023, Special Board Meeting**

Mr. Pierman presented the minutes of the June 14, 2023, Special Board Meeting and asked if there were any changes.

There being one, a **motion** was made by Mr. Green, seconded by Mr. Corioland and unanimously passed approving the minutes of the June 14, 2023, Special 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. 2023-02– Resetting Public Hearing Date to Adopt a Fiscal Year 2022/2023 Final Budget**

Mr. Pierman presented Resolution No. 2023-02, entitled:

**RESOLUTION NO. 2023-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VISTA COMMUNITY DEVELOPMENT DISTRICT AMENDING RESOLUTION NO. 2023-01; AMENDING THE DATE AND TIME FOR THE PUBLIC HEARING TO CONSIDER THE FISCAL YEAR 2023/2024 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 Mr. Green, seconded by Mr. Corioland and passed unanimously adopting Resolution No. 2023-02, as presented.

**2. Consider Resolution No. 2023-03 – Adopting a Fiscal Year 2023/2024 Meeting Schedule**

Resolution No. 2023-03 was presented, entitled:

**RESOLUTION NO. 2023-03**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VISTA COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2023/2024 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.**

A **motion** was made by Mr. Green, seconded by Mr. Corioland and passed unanimously adopting Resolution No. 2023-03, as presented.

**3. Consider Resolution No. 2023-04 – Adopting a Fiscal Year 2023/2024 Final Budget**

Resolution No. 2023-04 was presented, entitled:

## **RESOLUTION 2023-04**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VISTA COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR THE APPOINTMENT OF A RECORDS MANAGEMENT LIAISON OFFICER; PROVIDING THE DUTIES OF THE RECORDS MANAGEMENT LIAISON OFFICER; ADOPTING A RECORDS RETENTION POLICY; DETERMINING THE ELECTRONIC RECORD TO BE THE OFFICIAL RECORD; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

A **motion** was made by Mr. Corioland, seconded by Mr. Green and passed unanimously adopting Resolution No. 2023-04, as presented.

### **4. Discussion Regarding Required Ethics Training**

Messrs. Pierman and Cochran explained that, beginning in 2024, Board Members would be required to complete four hours of State ethics training each year. More information will be provided closer to the end of the year.

The Regular Board Meeting was then 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 August 25, 2023, and September 1, 2023, as legally required.

#### **2. Receive Public Comment on Fiscal Year 2023/2024 Final Budget**

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

#### **3. Consider Resolution No. 2023-05 – Adopting a Fiscal Year 2023/2024 Final Budget**

Resolution No. 2023-05 was presented, entitled:

## **RESOLUTION NO. 2023-05**

**A RESOLUTION OF THE VISTA COMMUNITY DEVELOPMENT DISTRICT  
ADOPTING A FISCAL YEAR 2023/2024 BUDGET.**

A **motion** was made by Mr. Corioland, seconded by Mr. Green and passed unanimously adopting Resolution No. 2023-05, 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 on October 5, 2023.

**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. Green, seconded by Ms. Matses and unanimously passed adjourning the Regular Board Meeting at 10:37 a.m.

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Secretary/Assistant Secretary

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Chair/Vice-Chair

**RESOLUTION NO. 2023-06**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VISTA COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2022/2023 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 2022/2023 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 10<sup>th</sup> day of October, 2023.

**ATTEST:**

**VISTA  
COMMUNITY DEVELOPMENT DISTRICT**

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

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



Vista  
Community Development District

**Amended Final Budget For  
Fiscal Year 2022/2023  
October 1, 2022 - September 30, 2023**

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- II       AMENDED FINAL DEBT SERVICE FUND BUDGET**

**AMENDED FINAL BUDGET**  
**VISTA COMMUNITY DEVELOPMENT DISTRICT**  
**OPERATING FUND**  
**FISCAL YEAR 2022/2023**  
**OCTOBER 1, 2022 - SEPTEMBER 30, 2023**

	<b>FISCAL YEAR 2022/2023 BUDGET 10/1/22 - 9/30/23</b>	<b>AMENDED FINAL BUDGET 10/1/22 - 9/30/23</b>	<b>YEAR TO DATE ACTUAL 10/1/22 - 8/31/23</b>
<b>REVENUES</b>			
O & M Assessments	52,812	<b>53,033</b>	53,033
Debt Assessments	369,175	<b>369,177</b>	369,177
Other Revenues	0	<b>0</b>	0
Interest Income	240	<b>3,397</b>	3,297
<b>TOTAL REVENUES</b>	<b>\$ 422,227</b>	<b>\$ 425,607</b>	<b>\$ 425,507</b>
<b>EXPENDITURES</b>			
Engineering/Inspections	2,500	<b>2,500</b>	0
Management	21,108	<b>21,108</b>	19,349
Legal	8,000	<b>8,000</b>	5,467
Assessment Roll	6,000	<b>6,000</b>	0
Audit Fees	3,600	<b>3,600</b>	3,600
Arbitrage Rebate Fee	650	<b>650</b>	650
Insurance	6,100	<b>6,134</b>	6,134
Legal Advertisements	1,250	<b>1,250</b>	887
Miscellaneous	625	<b>325</b>	60
Postage	225	<b>75</b>	63
Office Supplies	350	<b>200</b>	140
Dues & Subscriptions	175	<b>175</b>	175
Trustee Fee	4,025	<b>4,023</b>	4,023
Continuing Disclosure Fee	1,000	<b>1,000</b>	1,000
Website Management	2,000	<b>2,000</b>	1,833
<b>TOTAL EXPENDITURES</b>	<b>\$ 57,608</b>	<b>\$ 57,040</b>	<b>\$ 43,381</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 364,619</b>	<b>\$ 368,567</b>	<b>\$ 382,126</b>
Bond Payments	(347,025)	<b>(351,257)</b>	(351,257)
<b>BALANCE</b>	<b>\$ 17,594</b>	<b>\$ 17,310</b>	<b>\$ 30,869</b>
County Appraiser & Tax Collector Fee	(8,439)	<b>(4,976)</b>	(4,976)
Discounts For Early Payments	(16,880)	<b>(16,428)</b>	(16,428)
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ (7,725)</b>	<b>\$ (4,094)</b>	<b>\$ 9,465</b>
Carryover From Prior Year	7,725	<b>7,725</b>	0
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>	<b>\$ 3,631</b>	<b>\$ 9,465</b>

FUND BALANCE AS OF 9/30/22
FY 2022/2023 ACTIVITY
FUND BALANCE AS OF 9/30/23

\$110,511
(\$4,094)
\$106,417

**Notes**

Carryover From Prior Year Of \$7,725 was used to reduce Fiscal Year 2022/2023 Assessments.  
\$9,850 Of Fund Balance To Be Used To Reduce 2023/2024 Assessments.

**AMENDED FINAL BUDGET**  
**VISTA COMMUNITY DEVELOPMENT DISTRICT**  
**DEBT SERVICE FUND**  
**FISCAL YEAR 2022/2023**  
**OCTOBER 1, 2022 - SEPTEMBER 30, 2023**

	<b>FISCAL YEAR 2022/2023 BUDGET 10/1/22 - 9/30/23</b>	<b>AMENDED FINAL BUDGET 10/1/22 - 9/30/23</b>	<b>YEAR TO DATE ACTUAL 10/1/22 - 8/31/23</b>
<b>REVENUES</b>			
Interest Income	25	15,752	15,752
NAV Tax Collection	347,025	351,257	351,257
<b>Total Revenues</b>	<b>\$ 347,050</b>	<b>\$ 367,009</b>	<b>\$ 367,009</b>
<b>EXPENDITURES</b>			
Principal Payments	160,000	160,000	160,000
Interest Payments	187,050	191,350	191,350
Transfer To Construction Fund	0	12,000	8,364
<b>Total Expenditures</b>	<b>\$ 347,050</b>	<b>\$ 363,350</b>	<b>\$ 359,714</b>
<b>Excess/ (Shortfall)</b>	<b>\$ -</b>	<b>\$ 3,659</b>	<b>\$ 7,295</b>

FUND BALANCE AS OF 9/30/22
FY 2022/2023 ACTIVITY
FUND BALANCE AS OF 9/30/23

\$394,515
\$3,659
\$398,174

Notes

Reserve Fund Balance = \$240,300\*. Revenue Fund Balance = \$157,874\*.

Revenue Fund Balance To Be Used To Make 11/1/2023 Interest Payment Of \$91,375.

\* 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 9/30/23 =	\$3,400,000	

October 5, 2023

RE: Vista Community Development District Auditor Renewal

At the March 4, 2021 Vista Community Development District Board Of Supervisors meeting, the firm of Grau & Associates was selected to perform the 9-30-2020, 9-30-2021 and 9-30-2022 year end audits of the District with an option to perform the 9-30-2023 and 9-30-2024 audits.

The fees for the 9-30-2020 audit were \$3,400. The fees for the 9-30-2021 audit were \$3,500. And the fees for the 9-30-2022 audit were \$3,600. The proposed fee for the 9-30-2023 audit is \$3,700, which is the budgeted amount for audit fees for Fiscal Year 2023/2024. And the proposed fee for the 9-30-2024 audit is \$3,800.

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 9-30-2023 and 9-30-2024 audits for Grau & Associates.

Special District Services, Inc.