

# Vista Walk Community Development District

## Board of Supervisors

Jack Tabshe, Supervisor  
Carla Tabshe, Supervisor  
Dawson Ransome, Supervisor  
Tony Tabshe, Supervisor  
Eric Davison, Supervisor

## District Staff

Brian Lamb, District Secretary  
Vivek K. Babbar, District Counsel  
Edward Mazur, Jr., P.E, District Engineer

## Special Organizational Meeting Agenda

Tuesday, February 13, 2024, at 11:00 a.m.

The Special Organizational Meeting of Vista Walk Community Development District will be held on **February 13, 2024, at 11:00 a.m. at the SpringHill Suites by Marriott Tampa Suncoast, which are located at 16615 Crosspointe Run, Land O' Lakes, FL 34638.** For those who intend to call in below is the Teams information. Please let us know at least 24 hours in advance if you are planning to call into the meeting.

**Microsoft Teams meeting:** [Click here to join the meeting](#)

Meeting ID: 232 939 346 384

Call in (audio only) +1 646-838-1601

Passcode: 5YfnsH

Phone Conference ID: 877 316 620#

*All cellular phones and pagers must be turned off during the meeting.*

## SPECIAL ORGANIZATIONAL MEETING OF THE BOARD OF SUPERVISORS

### 1. CALL TO ORDER

A. Overview of Meeting Procedures and Decorum

### 2. PUBLIC COMMENT PERIOD

### 3. ADMINISTER OATHS OF OFFICE TO THE BOARD ASSIGNED IN THE PETITION

### 4. SEAT NEW BOARD MEMBERS

A. Overview of Forms, Sunshine Amendment, Code of Ethics, Supervisor Responsibilities

### 5. APPOINTMENT OF OFFICERS ..... Resolution 2024-01

A. Chairman

B. Vice Chairman

C. Secretary

D. Treasurer

E. Assistant Secretaries

### 6. APPOINTMENT OF CONSULTANTS

A. Consider Appointment of District Manager/Assessment Consultant ..... Resolution 2024-02

B. Designation of Registered Agent/Office ..... Resolution 2024-03

C. Consider Appointment of District Counsel Greenberg Traurig, P.A. .... Resolution 2024-04

D. Consider Appointment of Interim District Engineer - **By Motion**

i. Authorize RFQ for District Engineer

E. Consider Appointment of Bond Counsel – **GrayRobinson, P.A.**

F. Consider Appointment of Investment Banker – **FMS Bonds**

G. Consider Appointment of Trustee – **US Bank - By Motion**

### 7. BUSINESS MATTERS

A. Consider Authorizing Notice of Establishment- ..... Resolution 2024-05

B. Consider Policy of Compensation for Board Members ..... Resolution 2024-06

C. Consider Policy of Reimbursement of District Travel Expenses ..... Resolution 2024-07

D. Consider the Designation of the Primary Administrative Office and

## District Office

Inframark  
2005 Pan Am Circle, Ste 300  
Tampa, Florida 33607

## Meeting Location:

SpringHill Suites by Marriott  
16615 Crosspointe Run  
Land O' Lakes, FL 34638

- Local Records Office .....**Resolution 2024-08**
- E. Consider District Records Retention Schedule ..... **Resolution 2024-09**
- F. Consider Fiscal Year 2024 Regular Meeting Schedule and Location .....**Resolution 2024-10**
- G. Consider Landowners' Meeting Date, Time, and Location .....**Resolution 2024-11**
- H. Consider Proposed FY 2024 Annual Budget & Set Public Hearing .....**Resolution 2024-12**
- I. Set Public Hearing for Uniform Method of Collections .....**Resolution 2024-13**
- J. Consider Rules of Procedure & Setting Public Hearing ..... **Resolution 2024-14**
- K. Consider Policy Re: Support & Legal Defense for Board & Staff.....**Resolution 2024-15**
- L. Authorization to obtain General Liability and Public Officers Insurance - **By Motion**
- M. Consider Designation of a Qualified Public Depository .....**Resolution 2024-16**
- N. Authorization of Signatories.....**Resolution 2024-17**
- O. Authorization to Disburse Funds for Expenses .....**Resolution 2024-18**
- P. Consider Adoption of Investment Policy .....**Resolution 2024-19**
- Q. Consider Approval of Florida Statewide Mutual Aid Agreement.....**Resolution 2024-20**
- R. Consider Provisions for Public Comments.....**Resolution 2024-21**
- S. Consider Authorization of RFP for Auditing Services - **By Motion**
- T. Consideration of ADA Website Compliance Agreement – **By Motion**
- 8. ADMINISTRATIVE MATTERS**
  - A. Request for Working Capital - **By Motion**
- 9. STAFF REPORTS**
  - A. District Counsel
  - B. District Manager
  - C. District Engineer
- 10. BOARD MEMBERS COMMENTS**
- 11. PUBLIC COMMENTS**
- 12. ADJOURNMENT**