

Pioneer Community Development District

*12051 Corporate Boulevard,
Orlando, FL 32817
407-382-3256
FAX 407-382-3254*

Dear Board Members:

The meeting of the Board of Supervisors of Pioneer Community Development District will be held **Monday, June 19, 2017 at 11:30 a.m.** at 2379 Beville Road, Daytona Beach, FL 32119. The following is the agenda for this meeting.

Call In: 1-877-864-6450

Passcode: 974058

Board of Supervisors' Meeting

A. Business Matters

- Call to Order
- Roll Call
- Public Comment Period
 1. Swearing in Andy Hagan and Joanne Schmieder
 2. Consideration of Minutes of the April 17, 2017 Board of Supervisors Meeting
 3. Awarding S. Williamson Blvd Extension Landscape & Irrigation Contract (Documents Provided Under Separate Cover)
 4. Ratification of Funding Requests 115 & 116
 5. Ratification of South Williamson Blvd. Ext Funding Authorizations 84 – 91 (Summary Attached)
 6. Review of District Financial Statements

B. Other Business

- Staff Reports
 - Attorney
 - Engineer
 - Manager
 - Next meeting – July 17, 2017
 - Audience Comments and Supervisors Requests

C. Adjournment

**PIONEER
COMMUNITY DEVELOPMENT DISTRICT**

Oath of Office

**THE PIONEER
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
OATH OF OFFICE**

I, _____, A CITIZEN OF THE STATE OF FLORIDA AND OF THE UNITED STATES OF AMERICA, AND BEING EMPLOYED BY OR AN OFFICER OF THE PIONEER COMMUNITY DEVELOPMENT DISTRICT AND A RECIPIENT OF PUBLIC FUNDS AS SUCH EMPLOYEE OR OFFICER, DO HEREBY SOLEMNLY SWEAR OR AFFIRM THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES AND OF THE STATE OF FLORIDA.

Board Supervisor

ACKNOWLEDGMENT OF OATH BEING TAKEN

STATE OF FLORIDA
COUNTY OF VOLUSIA

The foregoing oath was administered before me this ___ day of _____, 2017, by _____, who personally appeared before me, and is personally known to me or has produced _____ as identification, and is the person described in and who took the aforementioned oath as a Member of the Board of Supervisors of The Pioneer Community Development District and acknowledged to and before me that he/she took said oath for the purposes therein expressed.

(NOTARY SEAL)

Notary Public, State of Florida

Print Name: _____

Commission No.: _____ Expires: _____

**PIONEER
COMMUNITY DEVELOPMENT DISTRICT**

Minutes
April 17, 2017
Board of Supervisors Meeting

MINUTES OF MEETING

*Pioneer Community Development District
Board of Supervisors Meeting
Monday, April 17, 2016 at 11:30 a.m.*

Present and constituting a quorum:

Jean Trinder	Board Member
Kelly McCarrick	Board Member
Dick Smith	Board Member

Also present were:

Jill Burns	Fishkind & Associates
Dwight Durant	District Engineer
David Haas	ICI Homes
Katie Buchanan	Hopping Green & Sams (via phone)

FIRST ORDER OF BUSINESS

Call to Order

The meeting was called to order at 11:30 a.m. and roll call was initiated. A quorum was established with the attendance of Board Members Jean Trinder, Kelly McCarrick, and Dick Smith. Others in attendance are listed above.

SECOND ORDER OF BUSINESS

Business Matters

Public Comment Period

There are no members of the public present at this time.

Swearing in Newly Elected Board Members

Ms. Trinder was administered the Oath of Office prior to the meeting. Mr. Hagan and Ms. Schmieder are not present and will be sworn in at another time.

**Consideration of the Minutes of
the September 19, 2016 Board of
Supervisors Meeting**

The Board reviewed the minutes of the September 19, 2016 Board of Supervisors Meeting.

On MOTION by Mr. Smith, seconded by Ms. Trinder, with all in favor, the Board approved the minutes of the September 19, 2016 Board of Supervisors Meeting.

**Consideration of the Minutes of
the November 21, 2016
Landowners' Election**

The Board reviewed the minutes of the November 21, 2016 Landowners' Election.

On MOTION by Ms. McCarrick, seconded by Mr. Smith, with all in favor, the Board approved the minutes of the November 21, 2016 Landowners' Election.

**Consideration of Resolution 2017-
01, Canvassing and Certifying the
Results of the Landowners'
Election.**

The resolution outlines the results of the election. Ms. Burns requested a motion to approve resolution 2017-01.

On MOTION by Mr. Smith, seconded by Ms. McCarrick, with all in favor, the Board approved Resolution 2017-01, Canvassing and Certifying the Results of the Landowners' Election.

**Consideration of Resolution 2017-
02, Electing District Officers**

Ms. Burns recommended the Board nominate the officers one by one and then approve the resolution as a whole. The Officers were nominated as follows; Ms. McCarrick as Chair, Mr. Smith as Vice-Chair, Ms. Burns as Secretary, and the remaining Board Members as Assistant Secretaries.

On MOTION by Ms. Trinder, seconded by Mr. Smith, with all in favor, the Board approved Resolution 2017-02, Electing District Officers, as outlined above.

Consideration of Resolution 2017-03, Approving a Preliminary Budget for Fiscal Year 2018 and Setting a public Hearing Date

The budget is attached as Exhibit A. The overall amount of the budget is the same. It will be continued to be Developer Funded. Ms. McCarrick asked Mr. Smith if there were any improvements planned between now and September 30, 2018. He said that the District will have some and Woodhaven Phase 1A & 1B will be on line. He said that the District will be selling lots. Ms. McCarrick said that the Board should talk about the development timeline, what improvements would be coming on line, and putting a budget out for the purposes of noticing that is a not to exceed number. Ms. Burns suggested putting some high numbers for landscaping and lake maintenance. Mr. Haas joined the meeting in progress. Ms. McCarrick asked if a contingency number can be put in instead of specific line items. Ms. Buchanan said that the board can put a contingency number in the budget and revise the budget by motion but for the purposes of notice she thinks they can put in a large contingency line item. Mr. Haas said that mowing, trimming, and edging will be the biggest expense. Ms. McCarrick suggested creating a line item for upcoming O&M expenses instead of it being a line item for Contingency O&M and provide greater detail. She suggested putting \$500,000.00 in the Upcoming O&M line item and then refining the amount. The District will have to spray, fertilize, and mow 2 ½ miles of road. A discussion took place about the possibility of pushing the public hearing date back until August or September and the number of \$800,000.00 total was agreed upon for the budget. Ms. Burns suggested August 21, 2017 as the date of the public hearing.

On MOTION by Mr. Smith, seconded by Ms. McCarrick, with all in favor, the Board approved Resolution 2017-03, Approving a Preliminary Budget for Fiscal Year 2018 for a total budget of \$800,000.00 and set August 21, 2017 at 11:30 a.m. at this location as the date of the public hearing.

**Ratification of Funding Requests
108 & 1114**

These Funding Requests have already been approved by the Chair and funded.

On MOTION by Mr. Smith, seconded by Ms. McCarrick, with all in favor, the Board ratified Funding Requests 108-114.

**Ratification of Developer Funding
Requests 2017-01 & 2017-02**

This funding request has already been approved by the Chair and funded.

On MOTION by Mr. Smith, seconded by Ms. Trinder with all in favor, the Board ratified Developer Funding Requests 2017-01 & 2017-02.

**Ratification of South Williamson
Blvd. Ext Funding Authorizations
63-82**

These have already been approved by the Chair. The Board reviewed the summary.

On MOTION by Ms. Trinder, seconded by Mr. Smith with all in favor, the Board ratified South Williamson Blvd. Ext Funding Authorizations 63-82.

**Review of District Financial
Statements**

There were no questions or comments regarding the District Financial Statements.

THIRD ORDER OF BUSINESS

Other Business

Staff Reports

Attorney – No Report

Engineer – No Report

Manager – The next meeting is scheduled for May 15, 2017 at 11:30 a.m.

FOURTH ORDER OF BUSINESS

**Audience Comments and
Supervisors Requests**

There were no additional requests or comments.

FIFTH ORDER OF BUSINESS

Adjournment

There was no other business to discuss. A motion to adjourn was requested.

On MOTION by Ms. McCarrick, seconded by Mr. Smith, with all in favor, the April 17, 2017 Board of Supervisors Meeting of the Pioneer CDD was adjourned.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

**PIONEER
COMMUNITY DEVELOPMENT DISTRICT**

Funding Requests
115 - 116


**PIONEER
COMMUNITY DEVELOPMENT DISTRICT**

Funding Request No. 115

4/7/2017

Item No.	Payee	Invoice #	General Fund
1	Fishkind Management and Reimbursables March 2017	20266	\$ 911.24
2	Carr Riggs and Ingram Progrss Billing on audit	16244216	\$ 1,000.00
	2nd Progress Billing on audit	16255881	\$ 2,000.00
3	City of Port Orange Meter 70325910	3/10/2017	\$ 320.84
	Meter 70273326	3/10/2017	\$ 160.41
TOTAL			\$ 4,392.49


Secretary


Chairman

Make Payable To:
Pioneer CDD
c/o Fishkind & Associates
12051 Corporate Boulevard
Orlando, FL 32817
(407) 382-3256


RECEIVED APR 24 2017


**PIONEER
COMMUNITY DEVELOPMENT DISTRICT**

Funding Request No. 116

4/19/2017

Item No.	Payee	Invoice #	General Fund
1	Daytona Beach New Journal Legal Notice	4-10-17	\$ 205.28
2	Fishkind and Associates April Management and website	20431	\$ 908.33
3	City of Port Orange meter 7073326	March	\$ 160.41
	meter 70325910	March	\$ 320.84
TOTAL			\$ 1,594.86


Secretary


Chairman

RECEIVED APR 24 2017

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**PIONEER
COMMUNITY DEVELOPMENT DISTRICT**

South Williamson Blvd. Ext Funding
Authorizations 84 – 91

69	Zev Cohen & Associates	\$2,031.38	1581	68	Zev Cohen	\$2,100.74
70	Prosser	\$3,108.99	1580	69	DRMP, Inc	\$34,868.42
71	DRMP, Inc	\$43,349.82	1578			
72	Halifax Paving, Inc	\$212,589.43	1579			
73	City of Port Orange	\$6,660.97	1577			
74	Zev Cohen & Associates	\$1,332.16	1587			
75	Prosser	\$16,374.41	1856			
76	Halifax Paving, Inc	\$790,486.15	1585			
77	DRMP, Inc	\$39,313.75	1584			
78	Zev Cohen & Associates	\$2,100.74	1754			
79	DRMP, Inc	\$34,868.42	1751			
80	Halifax Paving, Inc	\$269,738.03	1752			
81	Halifax Paving, Inc	\$8,304.19	1752			
82	Prosser	\$16,631.30	1753			
83-REV	Prosser	\$59,495.92	1771			
84	Zev Cohen & Associates	\$7,759.23	1765			
85	England Thims & Miller	\$5,425.00	1763			
86	Halifax Paving, Inc	\$277,641.18	1764			
87	Halifax Paving, Inc	\$28,408.36	1764			
88	Halifax Paving, Inc	\$249,141.18	1771			
89	England Thims & Miller	\$1,058.67	1770			
90	Zev Cohen & Associates	\$2,404.08	1772			
91	DRMP, Inc	\$23,301.55	1769			
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**PIONEER
COMMUNITY DEVELOPMENT DISTRICT**

District Financial Statements

Pioneer Community Development District
Statement of Activities
As of 4/30/2017

	General Fund	Construction Fund	Total
<u>Revenues</u>			
Developer Contributions	\$19,731.53		\$19,731.53
Other Income & Other Financing Sources	467.46		467.46
Inter-Fund Transfers In	1,000.00		1,000.00
Other Income & Other Financing Sources		\$1,480,676.35	1,480,676.35
Inter-Fund Transfers In		(1,000.00)	(1,000.00)
Total Revenues	\$21,198.99	\$1,479,676.35	\$1,500,875.34
<u>Expenses</u>			
Insurance	\$2,811.00		\$2,811.00
Management	5,833.31		5,833.31
Engineering	140.00		140.00
District Counsel	184.50		184.50
Audit	3,000.00		3,000.00
Telephone	2.32		2.32
Postage & Shipping	125.37		125.37
Legal Advertising	1,377.15		1,377.15
Web Site Maintenance	525.00		525.00
Dues, Licenses, and Fees	175.00		175.00
Water Reclaimed	1,955.69		1,955.69
General	3,231.00		3,231.00
Engineering		\$84,042.14	84,042.14
District Counsel		5,425.00	5,425.00
Capital Expenditures		1,229,575.90	1,229,575.90
Total Expenses	\$19,360.34	\$1,319,043.04	\$1,338,403.38
<u>Other Revenues (Expenses) & Gains (Losses)</u>			
Total Other Revenues (Expenses) & Gains (Losses)	\$0.00	\$0.00	\$0.00
Change In Net Assets	\$1,838.65	\$160,633.31	\$162,471.96
Net Assets At Beginning Of Year	\$5,716.89	(\$409,774.49)	(\$404,057.60)
Net Assets At End Of Year	\$7,555.54	(\$249,141.18)	(\$241,585.64)

Pioneer Community Development District
Statement of Financial Position
As of 4/30/2017

	General Fund	Construction Fund	Total
<u>Assets</u>			
<u>Current Assets</u>			
General Checking Account	\$7,074.29		\$7,074.29
Accounts Receivable - Due from Developer	5,506.10		5,506.10
Total Current Assets	\$12,580.39	\$0.00	\$12,580.39
Total Assets	\$12,580.39	\$0.00	\$12,580.39
<u>Liabilities and Net Assets</u>			
<u>Current Liabilities</u>			
Accounts Payable	\$5,024.85		\$5,024.85
Retainage Payable		\$249,141.18	249,141.18
Total Current Liabilities	\$5,024.85	\$249,141.18	\$254,166.03
Total Liabilities	\$5,024.85	\$249,141.18	\$254,166.03
<u>Net Assets</u>			
Net Assets, Unrestricted	\$2,941,080.96		\$2,941,080.96
Current Year Net Assets, Unrestricted	1,000.00		1,000.00
Net Assets - General Government	(2,935,364.07)		(2,935,364.07)
Current Year Net Assets - General Government	838.65		838.65
Net Assets, Unrestricted		(\$409,774.49)	(409,774.49)
Current Year Net Assets, Unrestricted		160,633.31	160,633.31
Total Net Assets	\$7,555.54	(\$249,141.18)	(\$241,585.64)
Total Liabilities and Net Assets	\$12,580.39	\$0.00	\$12,580.39

Pioneer Community Development District
Budget to Actual
For Month Ending 4/30/2017

	Actual	Year To Date		FY2017
		Budget	Variance	Adopted Budget
<u>Revenues</u>				
Developer Contributions	\$ 19,731.53	\$ 25,582.13	\$ (5,850.60)	\$ 43,855.00
Other Income & Other Financing Sources	467.46	-	467.46	-
Net Revenues	\$ 20,198.99	\$ 25,582.13	\$ (5,383.14)	\$ 43,855.00
<u>General & Administrative Expenses</u>				
Insurance	\$ 2,811.00	\$ 1,691.70	\$ 1,119.30	\$ 2,900.00
Management	5,833.31	5,833.30	0.01	10,000.00
Engineering	140.00	4,375.00	(4,235.00)	7,500.00
District Counsel	184.50	4,375.00	(4,190.50)	7,500.00
Audit	3,000.00	2,916.69	83.31	5,000.00
Travel and Per Diem	-	204.19	(204.19)	350.00
Telephone	2.32	87.50	(85.18)	150.00
Postage & Shipping	125.37	262.50	(137.13)	450.00
Copies	-	46.69	(46.69)	80.00
Legal Advertising	1,377.15	1,458.30	(81.15)	2,500.00
Bank Fees	-	116.69	(116.69)	200.00
Miscellaneous	-	116.69	(116.69)	200.00
Office Supplies	-	87.50	(87.50)	150.00
Web Site Maintenance	525.00	525.00	-	900.00
Dues, Licenses, and Fees	175.00	102.00	73.00	175.00
Water Reclaimed	1,955.69	1,166.69	789.00	2,000.00
General	3,231.00	2,216.69	1,014.31	3,800.00
Total General & Administrative Expenses	\$ 19,360.34	\$ 25,582.13	\$ (6,221.79)	\$ 43,855.00
Total Expenses	\$ 19,360.34	\$ 25,582.13	\$ (6,221.79)	\$ 43,855.00
Net Income (Loss)	\$ 838.65	\$ -	\$ 838.65	\$ -