

MINUTES OF MEETING  
WESTSIDE  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Westside Community Development District was held Wednesday, November 1, 2017 at 11:00 a.m. at the offices of Hanson Walter & Associates, 8 Broadway Avenue, Suite 104, Kissimmee, Florida.

Present and constituting a quorum were:

Drew Abel	Chairman
Keith Trace	Vice Chairman
Mike Dady	Assistant Secretary

Also present were:

Jason Showe	District Manager
Andrew d'Adesky	Latham Shuker
Santiago Machado	District Engineer
Brian Smith	Field Manager
Julie Santamaria	RBC
Nate Eckloff	RBC (by phone)
Bennett Ruedas	Mattamy (by phone)
Mike Williams	Bond Counsel (by phone)
Brian Fender	Gray Robinson (by phone)

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Showe called the meeting to order and called the roll.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the October 11, 2017 Meeting**

On MOTION by Mr. Trace seconded by Mr. Abel with all in favor the minutes of the October 11, 2017 meeting were approved as presented.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-02 Bond Delegation Resolution**

Mr. Williams stated section 5 contains the delegation parameters to authorize the Chairman or Vice Chairman to execute the bond purchase agreement. This resolution sets forth everything we are trying to accomplish.

Mr. d’Adesky stated we reviewed it and it is the standard bond delegation resolution and is consistent with the statutes as required.

On MOTION by Mr. Abel seconded by Mr. Trace with all in favor Resolution 2018-02 was approved.

**FIFTH ORDER OF BUSINESS**

**Ratification of Agreement with Down to Earth for Landscape Maintenance Services on Westside Boulevard**

Mr. Showe stated next is ratification of the agreement with Down to Earth for landscape maintenance services along Westside Boulevard. The last page of the proposal is a map that outlines the area to be maintained. Their contract is \$11,220 for the year or \$935 monthly and we have funding in the additional landscape account line. Windsor at Westside was maintaining all of that and since they don’t get a lot of benefit out of the main boulevard we felt it was appropriate to have the Westside CDD maintain that.

Mr. d’Adesky stated this is just for the contract for the landscape services that we already agreed to in the agreement.

On MOTION by Mr. Dady seconded by Mr. Trace with all in favor the agreement with Down to Earth for landscape maintenance services on Westside Boulevard was ratified.

Mr. Trace asked does that section of road have streetlights?

Mr. Dady responded they probably have not been installed yet we need to get with the electric company to get a maintenance agreement.

Mr. Showe stated we will follow-up on that.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

**Certification of Project Completion**

Mr. d’Adesky stated in going through some work on the bonds and doing our due diligence one of the requirements of the previous bond issue was that the engineer issue a letter to the District certifying that the project is complete. There were some draft resolutions floating around and nothing was ever finalized so at this point we are going to have the engineer transmit those to us and I would like authorization for the Chairman to execute acknowledgement or acceptance of that and then we will ratify it at the next meeting. The one thing outstanding is a little bit of irrigation construction and Santiago can go into detail on that. I think it goes into both the 2005/2007 contract but we will make a note of that.

Mr. Trace asked do we take on any liability with this?

Mr. d’Adesky responded with that exception there is no more liability than we already have.

On MOTION by Mr. Trace seconded by Mr. Dady with all in favor the Chairman and Vice Chairman were authorized to execute the acknowledgement or acceptance of the Engineer’s Certification that the project is complete.

**B. Engineer**

Mr. Machado stated on the same subject that Andrew was talking about the only item that is left in the 2005 Bonds was Funie Steed Road, anything north of Funie Steed Road was Phase 1 Westside anything south of Funie Steed was Phase 2. They are still working on that last irrigation connection that is north of Funie Steed in front of Paradise Palms. I talked with the contractor and he is still trying to get the right of way permit and he has to close down the sidewalk so the County is giving him a hard time having to come up with a plan for that. That is the one item north of Funie Steed Road that needs to be completed for that connection.

Mr. Eckloff joined the meeting at this time.

**C. Manager**

**i. Approval of Check Register**

On MOTION by Mr. Dady seconded by Mr. Trace with all in favor the check registers in the total amount of \$13,131.23 were approved.

**ii. Discussion of Direct Bill Status**

Mr. Showe stated we have received a couple payments in and the due date is today so we will give them a little bit of time.

Mr. Smith stated sod has been installed out front and we are getting ready to do annuals and in the entry island we are going to do some plant replacement to make it look a little more appealing.

**SEVENTH ORDER OF BUSINESS**

**Supervisor's Requests**

There being none,

On MOTION by Mr. Trace seconded by Mr. Abel with all in favor the meeting adjourned at 11:13 a.m.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman