

MINUTES OF MEETING  
WESTSIDE  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Westside Community Development District was held Wednesday, February 5, 2020 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:

David Hulme	Chairman
Tom Franklin	Vice Chairman
Scott Stewart	Assistant Secretary

Also present were:

Jason Showe	District Manager
Andrew d'Adesky	District Counsel
Mark Vincutonis	District Engineer
William Viasalyers	Field Manager

**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**

**Organizational Matters**

**A. Appointment of Individual to Fill the Board Vacancy in Seat #2 with a Term Ending November 2020**

On MOTION by Mr. Franklin seconded by Mr. Stewart with all in favor Mr. Rainer's resignation was accepted.

On MOTION by Mr. Franklin seconded by Mr. Stewart with all in favor David Hulme was appointed to seat no. 2 with a term expiring November 2020.

**B. Appointment of Individuals to Fill Seats 3 & 5**

This item tabled.

**C. Administration of Oaths of Office to Newly Appointed Board members**

Mr. Showe being a Notary Public of the State of Florida administered the Oath of Office to Mr. Hulme.

Mr. d'Adesky stated we will send you a packet of information that gives a lot of details on sunshine law and ethics law, but the basics is all the records are public records, they can be required to be provided, that is email or any form of communication. If you want to turn papers over to GMS so they can store them that is fine. There is no communication with any other Board members about District business outside of CDD meetings.

**D. Consideration of Resolution 2020-07 Electing Officers**

On MOTION by Mr. Stewart seconded by Mr. Hulme with all in favor Resolution 2020-07 was approved reflecting the following officers: Mr. Hulme Chairman, Tom Franklin Vice Chairman, Ariel Lovera Treasurer, George Flint Secretary, Scott Stewart and Jason Showe Assistant Secretaries.

**FOURTH ORDER OF BUSINESS**

**Approval of the Minutes of the December 4, 2019 Meeting**

On MOTION by Mr. Stewart seconded by Mr. Hulme with all in favor the minutes of the December 4, 2019 meeting were approved as presented.

**FIFTH ORDER OF BUSINESS**

**Consideration of Proposal from Exclusive Landscaping to Provide Landscape Maintenance Services**

Mr. Showe stated next is a proposal from Exclusive Landscaping to provide landscape maintenance services. There is a stretch of Westside Boulevard that is CDD property but fronts the Windsor at Westside CDD and there was an agreement between the two CDDs that the Westside CDD would maintain a portion of that. This proposal represents that portion. There was a former vendor, Down to Earth, who was maintaining that for Windsor at Westside, and they have been let go and this is the company they are using to provide that service. We always have

the option to put that under our current landscape contractor, Yellowstone, but for consistency we thought it was best to leave it with Windsor at Westside.

On MOTION by Mr. Stewart seconded by Mr. Hulme with all in favor the proposal from Exclusive Landscaping to provided landscape maintenance services on Westside Boulevard between Monaco and N. Goodman Road was approved.

## **SIXTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. Attorney**

##### **Warranty Deed for Lift Station**

Mr. d'Adesky stated we had to convey a lift station to Toho. Toho changed their requirements mid process to require a greater level of deed, they wanted a warranty deed instead of a special warranty deed, which requires more warranties and guarantees as part of the factual deed. We had to have Mattamy do a corrected deed to give us a warranty deed guarantees instead of the special warranty guarantees. We had that, recorded that and now the District will be executing at this meeting a warranty deed to Toho for that same lift station. It is also covered by a title policy and that will all go to Toho. That conveyance was previously authorized, so we don't need to get it reauthorized. I just wanted to report on that.

##### **Update on Auditing Requirements**

Mr. d'Adesky stated there was a House Bill passed related to internal controls and most of it falls on GMS and the auditor. There are certain requirements, they have to keep the audit on the website for two years. They were doing things like that anyway but now it is in the Statute. There are some other requirements such as whenever we appoint our audit committee, we have to have at least one member of the Board on that committee and that member has to be the Chairman. We were already doing that anyway. The last thing, which is important for you is if you are ever asked to provide information by an auditor you are required to provide that information. If you don't provide it or hide information that is now punishable. You can get fined or criminally punished if you don't provide information to an auditor because it is a government audit.

#### **B. Engineer**

There being none, the next item followed.

**C. Manager**

**i. Approval of Check Register**

Mr. Showe presented the check register from November 28, 2019 through January 26, 2020 in the amount of \$1,227,662.05.

On MOTION by Mr. Franklin seconded by Mr. Stewart with all in favor the check register was approved.

**ii. Balance Sheet and Income Statement**

A copy of the balance sheet and income statement were included in the agenda package.

**iii. Discussion of Direct Bill Status**

A copy of the direct bill status was included in the agenda package.

**SEVENTH ORDER OF BUSINESS**

**Supervisor's Requests**

There being none, the next item followed.

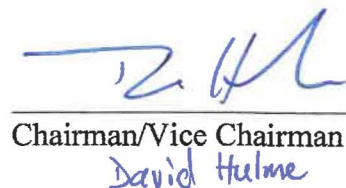
**EIGHTH ORDER OF BUSINESS**

**Other Business**

There being none,

On MOTION by Mr. Hulme seconded by Mr. Franklin with all in favor the meeting adjourned at 11:18 a.m.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman  
David Hulme