

MINUTES OF MEETING
WESTSIDE
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Westside Community Development District was held Wednesday, June 3, 2020 at 11:00 a.m. via Zoom Teleconference.

Present and constituting a quorum were:

David Hulme	Chairman
Tom Franklin	Vice Chairman
Scott Stewart	Assistant Secretary
Brooks Tolbert	Assistant Secretary

Also present were:

Jason Showe	District Manager
Jan Carpenter	District Counsel
Mark Vincutonis	District Engineer
Pete Glasscock	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 Individuals to Fill Seats 3 & 5

On MOTION by Mr. Franklin seconded by Mr. Stewart with all in favor Brooks Tolbert was appointed to fill seat no. 1.
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B. Oath of Office for Newly Appointed Supervisors

Mr. Showe being a notary public of the State of Florida administered the Oath of Office to Mr. Tolbert.

Mr. Hulme left the zoom meeting at this time.

C. Election of Officers Resolution 2020-09

On MOTION by Mr. Franklin seconded by Mr. Stewart with all in favor Resolution 2020-09 was approved reflecting the same slate of officers and adding Brooks Tolbert as an Assistant Secretary.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the March 4, 2020 Meeting

On MOTION by Mr. Franklin seconded by Mr. Stewart with all in favor the minutes of the March 4, 2020 meeting were approved as presented.

FIFTH ORDER OF BUSINESS

Consideration of Proposal from Yellowstone for Amended Landscaping Services

Mr. Showe stated this is a revised contract from Yellowstone. As projects have come online they have added those areas to their agreement and we thought it important to do one contract to cover all the areas they maintain. This is included as part of your budget, there are sufficient funds to cover this contract for the remainder of the year.

On MOTION by Mr. Stewart seconded by Mr. Franklin with all in favor the proposal from Yellowstone for amended landscaping services was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2020-08 Accepting the Conveyance of Real Property

Mr. Showe stated this item is related to Windsor Parcel K series 2019 project and this is the final conveyance of real property to the District.

Ms. Carpenter stated this is our typical conveyance where the engineer has gone through and provides a certificate that they have reviewed everything the District is to accept and that it meets the standards of the District and the bond project. We have accepted the property and this is a ratification of that action so that the District now owns the property it needs to own to continue to maintain its improvements.

On MOTION by Mr. Franklin seconded by Mr. Stewart with all in favor Resolution 2020-08 accepting the conveyance of real property interest and improvements relating to Windsor Parcel K Series 2019 project was approved.

SEVENTH ORDER OF BUSINESS**Consideration of Resolution 2020-10
Approving the Proposed Fiscal Year 2021
Budget and Setting a Public Hearing**

Mr. Showe stated next is Resolution 2020-10 approving the proposed Fiscal Year 2021 budget, setting the public hearing for August 5, 2020 and directs staff to transmit the proposed budget to Osceola County at least 60 days in advance of the public hearing. There is a reduction in the unit count based on the current development plan and we will review that annually. Even with the reduced units we do have sufficient funds and are in a position to keep the assessments level for operations and maintenance at \$157 per unit and there are sufficient capital reserves.

On MOTION by Mr. Franklin seconded by Mr. Stewart with all in favor Resolution 2020-10 approving the proposed Fiscal Year 2021 budget and setting the public hearing for August 5, 2020 was approved.

EIGHTH ORDER OF BUSINESS**Consideration of Agreement with Amtec to
Provide Arbitrage Rebate Calculation
Services**

Mr. Showe stated next is consideration of an agreement with Amtec to provide arbitrage rebate calculation services for the Series 2019 bonds. The fee is \$450 per year and we recommend approval.

On MOTION by Mr. Franklin seconded by Mr. Stewart with all in favor the agreement with Amtec to provide arbitrage rebate calculation services in the amount of \$450 per year was approved.

NINTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

There being none, the next item followed.

B. Engineer

There being none, the next item followed.

C. Manager**i. Approval of Check Register**

Mr. Showe presented the check registers from February 25, 2020 through April 28, 2020 in the amount of \$400,636.72 and from April 29, 2020 through May 26, 2020 in the amount of \$24,290.09.

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

Mr. Showe stated we are still waiting for a response from Boanerge.

Mr. Carpenter stated I will contact the bond Trustee. The Board has in the past authorized us to proceed with litigation if the bond trustee so advised us. We sent a demand letter with a copy of a draft complaint from a year or two ago and we just have to get some form of foreclosure title report then and file if they don't respond.

Mr. Showe stated we anticipate getting a payment from Golden Cay and they haven't made their May payment yet, but I have followed up with them.

iv. Presentation of Number of Registered Voters - 815

A copy of the letter from the Supervisor of Elections indicating that there are 815 registered voters residing within the District was included in the agenda package.

v. Discussion of Qualifying Period and Procedure

Mr. Showe stated this year two seats will be up for election, Seat 1 and Seat 2. Seat 1 was just filled by Mr. Tolbert, Seat 2 is David Hulme's seat; both seats expire in November 2020 and they are to be filled through the general election process. The qualifying process is outlined in the information page from the Supervisor of Elections website. The qualifying period is from noon on Jun 8th to noon on June 12th. You have to be a qualified elector in order to qualify for those two positions, meaning you have to be a registered voter residing within the District. That process is handled through the Supervisor of Elections office. We may need a resolution to allow the current Board members to continue in their seats until such time as a qualified elector can be found.

Mr. Franklin asked do you think these times would be extended because of the pandemic because the Supervisor of Elections office is not open. Unless someone knows what they are doing they would have a hard time figuring out how to register.

Ms. Carpenter stated it is fairly well laid out on the website, all the papers you need are on there. I think that is the best they can do at this point is look on the website. We do have to make the notice out there and they are supposed to be advertising. I know GMS has contacted the POA to get the word out as well.

Mr. Showe stated we have had contact but to date there hasn't been any interest.

Ms. Carpenter stated I don't know that there is a whole lot we can do; the statute says they are the ones responsible and hopefully, their website is easy enough to navigate for anyone who wants to use it.

TENTH ORDER OF BUSINESS**Supervisor's Requests**

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS**Other Business**

There being none,

On MOTION by Mr. Stewart seconded by Mr. Franklin with all in favor the meeting adjourned at 11:20 a.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman