

MINUTES OF MEETING
WESTSIDE
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Westside Community Development District was held Tuesday, March 1, 2022 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:

Tom Franklin	Chairman
Scott Stewart	Vice Chairman
Robert Bagwell	Assistant Secretary

Also present were:

Jason Showe	District Manager
Kristen Trucco	District Counsel
Mark Vincutonis	District Engineer

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 2, 3 & 5**
- B. Oath of Office for Newly Appointed Supervisors**
- C. Election of Officers Resolution 2022-01**

This item was tabled.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the August 3, 2021 Meeting

On MOTION by Mr. Franklin seconded by Mr. Stewart with all in favor the minutes of the August 3, 2021 meeting were approved as presented.

FIFTH ORDER OF BUSINESS

Ratification of Agreement with Berger, Toombs, Elam, Gaines & Frank, LLC to Provide Auditing Services for Fiscal Year 2021

Mr. Showe stated we signed the engagement letter with Berger Toombs to get the audit started, this is in line with the budget and we are asking the Board to ratify that action.

On MOTION by Mr. Franklin seconded by Mr. Stewart with all in favor the engagement letter with Berger Toombs to perform the Fiscal Year 2021 audit was ratified.

SIXTH ORDER OF BUSINESS

Ratification of Data Sharing and Usage Agreement with the Osceola County Property Appraiser

Mr. Showe stated next is the data sharing and usage agreement with the Osceola County property appraiser. This is an agreement we sign every year that will enable us to place our assessments on the tax bill.

On MOTION by Mr. Stewart seconded by Mr. Bagwell with all in favor the data sharing and usage agreement with the Osceola County Property Appraiser was ratified.

SEVENTH ORDER OF BUSINESS

Consideration of Right of Way Utilization Interlocal Agreement with Osceola County

Ms. Trucco stated this is an interlocal agreement for landscape maintenance on a right of way with Osceola County. We are still in the process of reviewing this, it is for Westside Boulevard and Student Drive.

On MOTION by Mr. Bagwell seconded by Mr. Stewart with all in favor the right of way utilization interlocal agreement with Osceola County was approved in substantially final form subject to District staff signing off on it.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2022-02 Approving the Solara Phase 4 Replat

Mr. Showe stated Jan sent it to us. Ms. Trucco stated this looks like our form of resolution so I'm fine with it if it came from Jan.

Mr. Vincutonis stated there is only one tract in there that is CDD and it is a stormwater tract.

On MOTION by Mr. Stewart seconded by Mr. Bagwell with all in favor Resolution 2022-02 was approved in substantially final form subject to signoff by District Counsel.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

i. Presentation of Memorandum Regarding New Statutory Requirement

Ms. Trucco stated we are working on a separate set of conveyances requested by Mattamy that we will bring back to the Board as a resolution for approval next month.

The Florida Legislature passed a new law requiring all municipalities, counties and special districts including this CDD to submit a 20-year projected needs analysis report regarding stormwater and wastewater systems to the state. It is due the end of June to the County. We have been directing the districts to have the District Engineer review this new requirement and prepare a cost proposal to bring back to the Board so the Board can formally approve it. Our understanding is the District Engineer has some of this information already and we feel they are the best party to advise on the cost for this type of work. The 20-year projection needs to be updated every five-years.

B. Engineer

i. Consideration of Proposal for Stormwater Needs Analysis

Mr. Vincutonis stated you have the proposal in the agenda package and it is for an amount not to exceed \$15,000 unless the more I get into looking at the form and report the State has issued. We will try to keep this at a minimum.

On MOTION by Mr. Franklin seconded by Mr. Stewart with all in favor the proposal for the preparation of the stormwater needs analysis from Hanson Walter & Associates in an amount not to exceed \$15,000 was approved.

C. Manager

i. Approval of Check Register

Mr. Showe presented the check register from July 29, 2021 to February 21, 2022 in the amount of \$2,211,094.69.

On MOTION by Mr. Franklin seconded by Mr. Bagwell 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.

iv. Presentation of Arbitrage Rebate Calculation Reports

Mr. Showe stated the arbitrage rebate calculation reports were included in the agenda package. There is no action required by the Board, we just want to present these. This is a test we are required to do by the bonds to ensure we are not earning more interest than we are legally allowed to based on those bond documents. We have the Series 2005 as well as 2007 and they both indicate there is no liability and we are in compliance with the bonds.

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
