

*Westside Community
Development District*

Agenda

January 7, 2025

AGENDA

Westside
Community Development District
Meeting Agenda

Tuesday
January 7, 2025
11:00 AM

Hart Memorial Central Library
211 E Dakin Ave
Kissimmee, FL 34741

1. Roll Call
2. Public Comment Period
3. Approval of Minutes of the November 5, 2024 Meeting
4. Organizational Matters
 - a. Review of Resume(s)/ Letter(s) of Interest
 - b. Appointment of Individual(s) to Fulfill Seats #2, #3, #4 & #5
 - c. Administration of Oaths of Office to Newly Appointed Supervisor(s)
 - d. Election of Officers
 - e. Consideration of Resolution 2025-01 Electing Officers
5. Ranking and Review of Proposals for District Engineering Services and Selection of District Engineer
6. Consideration of Agreement with Osceola County Property Appraiser for Data Sharing and Usage
7. Staff Reports
 - a. Attorney
 - b. Engineer
 - c. District Manager's Report
 - i. Approval of Check Register
 - ii. Balance Sheet and Income Statement
8. Supervisor's Requests
9. Other Business
10. Adjournment

MINUTES

**MINUTES OF MEETING
WESTSIDE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Westside Community Development District was held Tuesday, **November 5, 2024** at 11:00 a.m. at the Hart Memorial Central Library, 211 E. Dakin Avenue, 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
Jay Lazarovich	District Counsel
Mark Vincutonis	District Engineer
Thomas Santos	Field Manager
Georgia	

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 no comments, the next item followed.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the August 6,
2024 Meeting**

On MOTION by Mr. Stewart seconded by Mr. Franklin with all in favor the minutes of the August 6, 2024 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Organizational Matters

A. Acceptance of Resignation of Milagros Solano from Seat #3

On MOTION by Mr. Franklin seconded by Mr. Bagwell with all in favor Milagros Solano’s resignation was accepted.

B. Review of Resume(s)/Letters of Interest

C. Appointment of Individuals to Fill Seats 2, 3, 4, and 5

D. Administration of Oaths of Office to Newly Appointed Supervisors

E. Consideration of Resolution 2025-01 Electing Officers

Items B, C, D, and E were tabled to a future meeting agenda.

FIFTH ORDER OF BUSINESS

Discussion of Status of Proposals for District Engineering Services

Mr. Showe stated we talked at the last meeting about bidding district engineering services, which we did but received no bids. We reached out to several vendors who indicated that they would bid if we put it back out.

On MOTION by Mr. Franklin seconded by Mr. Bagwell with all in favor Authorizing Staff to issue an RFQ for engineering services was approved.

SIXTH ORDER OF BUSINESS

Consideration of Proposals for Pressure Washing Services

Mr. Showe stated the quotes we received were for pressure washing the entire neighborhood.

Mr. Bagwell stated it is not the CDDs responsibility to clean all the sidewalks in the neighborhood. Two-thirds of the sidewalks don’t need to be cleaned because some residents have cleaned them. The CDD has a map with common areas and easements and clean those areas as needed. If there is a problem with a sidewalk in need of repair, residents should take a picture and specify the location and send it to the management company to send it to Jason.

Mr. Showe stated the repairs we need to make plus the minor pressure washing on our common area we do every year anyway so there is no action required by the board.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Lazarovich stated on the conveyances, we wrapped up the Tract 1 R pond as well as Solara Phase 3 utilities. There was some discussion about the parking and towing rules and it seems that the HOA is not amenable to entering into an enforcement agreement with us. Only the CDD is in a position to enforce those rules and we don't want to adopt rules that are not being enforced.

Mr. Showe stated we were looking at January but to Jay's point if the HOA is not interested into entering into the agreement, then it is a pointless effort to go through a rulemaking process.

B. Engineer

Mr. Vincutonis stated we looked at the drainage structure and it looked like there was some vegetation around it. It is a CDD pond and wetlands and should be maintained by the CDD in my opinion unless there is an agreement with the HOA for them to take care of it.

Mr. Showe stated I think the assessment was that there was too much water for it to flow out.

Mr. Vincutonis stated yes, and the wetland elevation was backflowing and equalizing with the pond. Until the water table goes down in the wetlands the pond is not going anywhere.

Resident stated we have a retention pond behind Caribe Cove that came up and is about a foot and a half from our buildings. Do all the ponds fall under Westside CDD? Is there a set schedule for clean out because it seems like there needs to be regular clean out before the storms and now we are trying to catch up. As I understand it in ours there are two or three grates filled but they were full before the hurricane.

Mr. Showe stated typically the engineer goes out once a year and does a full inspection of the property and provides us with a report. There is not a typical schedule with the stormwater structures. We have a lake vendor and we can add that to their task list to inspect those outfalls to make sure they are clear and open.

Resident asked whose responsibility is the street and the drainage of the street? There were four grates between Paradise Cove and Caribe Cove that backed up into the street.

Mr. Vincutonis stated Westside Boulevard is county right of way and that would be the county. They own and maintain that stormwater and the right of way. You can contact the road and bridge department at the county.

Resident asked can you quickly list what you are responsible for?

Mr. Showe stated we do the stormwater maintenance, main entrance signs, conservation areas and some general landscaping down the main boulevard.

Mr. Vincutonis stated it is the ponds and outfall structures. Stuff inside parking lots and Westside Boulevard is the county or individual developments.

C. Manager

i. Approval of Check Register

On MOTION by Mr. Franklin seconded by Mr. Bagwell with all in favor the check registers were approved.

ii. Balance Sheet and Income Statement

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

D. Field Manager

Mr. Santos stated we are keeping up with aquatics and landscaping. We will have minor repairs on sidewalks in Calabria next week or the week after.

Mr. Showe stated the district owns the sidewalks and right of way in Calabria. It is the one community in the whole neighborhood where we own the sidewalks.

EIGHTH ORDER OF BUSINESS

Supervisor’s Requests

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Franklin seconded by Mr. Bagwell with all in favor the meeting adjourned at 11:26 a.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman

SECTION IV

SECTION E

RESOLUTION 2025-01

A RESOLUTION ELECTING OFFICERS OF THE WESTSIDE COMMUNITY DEVELOPMENT DISTRICT

WHEREAS, the Board of Supervisors of the **Westside Community Development District** at a regular business meeting held on **January 7, 2025** desires to elect the below recited persons to the offices specified.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WESTSIDE COMMUNITY DEVELOPMENT DISTRICT:

1. The following persons were elected to the offices shown, to wit:

_____	Chairman
_____	Vice Chairman
_____	Treasurer
_____	Assistant Treasurer
_____	Secretary
_____	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary

PASSED AND ADOPTED THIS 7th DAY OF JANUARY, 2025.

Chairman/Vice Chairman

Secretary/Assistant Secretary

SECTION V

SECTION VI



KATRINA SCARBOROUGH, CFA, CCF, MCF OSCEOLA COUNTY PROPERTY APPRAISER

Westside CDD

This Data Sharing And Usage Agreement, hereafter referred to as "Agreement," establishes the terms and conditions under which the **Westside CDD**, hereafter referred to as agency, can acquire and use Osceola County Property Appraiser (OCPA) data that is exempt from Public Records disclosure as defined in [FS 119.071](#).

Please note the referenced statute has amended as of October 1, 2021. The paragraph below reflects the changes.

The confidentiality of personal identifying and location information including: names, mailing address, or any other descriptive property information that may reveal identity or home address pertaining to parcels owned by individuals that have received exempt/confidential status, hereafter referred to as confidential personal identifying and location information, **will be protected as follows:**

1. The **agency** will not release confidential personal identifying and location information that may reveal identifying and location information of individuals exempted from Public Records disclosure.
2. The **agency** will not present the confidential personal identifying and location information in the results of data analysis (including maps) in any manner that would reveal personal identifying and location information of individuals exempted from Public Records disclosure.
3. The **agency** shall comply with all State laws and regulations governing the confidentiality of personal identifying and location information that is the subject of this Agreement.
4. The **agency** shall ensure any employee granted access to confidential personal identifying and location information is subject to the terms and conditions of this Agreement.
5. The **agency** shall ensure any third party granted access to confidential personal identifying and location information is subject to the terms and conditions of this Agreement. Acceptance of these terms must be provided in writing to the **agency** by the third party before personal identifying and location information is released.
6. The terms of this Agreement shall commence on **January 1, 2025** and shall run until **December 31, 2025**, the date of signature by the parties notwithstanding. **This Agreement shall not automatically renew.** A new agreement will be provided annually for the following year.

IN WITNESS THEREOF, both the Osceola County Property Appraiser, through its duly authorized representative, and the **agency**, through its duly authorized representative, have hereunto executed this Data Sharing and Usage Agreement as of the last below written date.

OSCEOLA COUNTY PROPERTY APPRAISER

Westside CDD

Signature: _____

Signature: _____

Print: Katrina S. Scarborough

Print: _____

Date: _____

Title: _____

Date: _____

Please return signed **original copy**, no later than **January 31, 2025**

SECTION VII

SECTION C

SECTION 1

SECTION 2