

**MINUTES OF MEETING  
WESTSIDE  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Westside Community Development District was held Tuesday, **January 7, 2025** 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
Kristen Trucco	Latham Shuker
Mark Vincutonis	District Engineer
Thomas Santos	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 no comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the November 5,  
2024 Meeting**

On MOTION by Mr. Franklin seconded by Mr. Bagwell with all in favor the minutes of the November 5, 2024 meeting were approved as presented.
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**FOURTH ORDER OF BUSINESS                      Organizational Matters**

- A.    Review of Resume(s)/Letter(s) of Interest**
- B.    Appointment of Individual(s) to Fill Seats 2, 3, 4 and 5**
- C.    Consideration of Resolution 2025-01 Electing Officers**

Mr. Showe stated we have received no resumes or letters of interest.

**FIFTH ORDER OF BUSINESS                      Ranking and Review of Proposals for District  
Engineering Services and Selection of District  
Engineer**

Mr. Showe stated we put out an RFQ for engineering services and received one response from Dewberry.

On MOTION by Mr. Franklin seconded by Mr. Bagwell with all in favor Dewberry was ranked the number one vendor and staff was authorized to enter into an agreement for engineering services to be brought back to the next meeting for consideration.

**SIXTH ORDER OF BUSINESS                      Consideration of Agreement with Osceola  
County Property Appraiser for Data Sharing  
and Usage**

Mr. Showe stated we are required to enter into this agreement annually with Osceola County.

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

**SEVENTH ORDER OF BUSINESS                      Staff Reports**

- A.    Attorney**

Ms. Trucco stated we are working on ironing out issues regarding pond maintenance with the HOA's counsel. We have asked for an acknowledgement and consent or similar document to acknowledge there has to be public access to the pond. We want to make sure we have something with the HOA in writing.

Mr. Showe stated that is for the Paradise Palms community. There are two ponds in there that the CDD does not maintain because they were not accessible through public means and the

HOA was maintaining them. By plat it is a CDD pond and they have asked us to start maintaining them. It is a minimal cost and we will be able to absorb it in the budget.

Ms. Trucco stated as to the litigation matter regarding the pond, we have no updates. As far as the towing rule that was postponed until the HOA agrees to enter into an enforcement agreement.

Mr. Showe stated the HOA came to us and asked that they be allowed to do parking enforcement. We started the rulemaking process with this board as well as presenting them with an agreement and to date they have declined to sign the agreement. We didn't want to proceed with a rulemaking hearing and incur those costs if they are not willing to enforce it.

Mr. Franklin stated the HOA can ask the county to enforce the state law.

Ms. Trucco stated they already have permission for traffic enforcement jurisdiction. It is up to the board but usually we would go to the county and explore options. We are hesitant because the statute talks about the ability to potentially charge a fee for that. I try to be careful about representations to the county because our position is that traffic enforcement should be provided.

Mr. Showe stated I can reach out to the county to see what the next steps would be for them to enforce it. Parking enforcement in front of a home they don't want to do.

**B. Engineer**

Mr. Vincutonis stated I have been working with Jay about the 2018 bonds. I found a second supplemental engineer's report for Solara Phase II and I sent that to Jay.

Mr. Showe stated there is no money left in the 2018 construction account and we are checking the paperwork to close those accounts and mark that project as complete.

**C. Manager**

**i. Approval of Check Register**

On MOTION by Mr. Stewart seconded by Mr. Franklin with all in favor the check register was approved.
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**ii. Balance Sheet and Income Statement**

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

**D. Field Manager's Report**

Mr. Santos stated the county is taking out part of the median so the firetrucks can make a left rather than making a right and a U-turn. I will take some before photos to make sure they don't mess with anything else that we maintain. As to the irrigation system, they have a plan, but I will be there Thursday to talk to them about that. The sidewalk going to Calabria is going to be an ongoing issue. We have to grind them because of the oak trees are too close to the sidewalk.

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

  
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Secretary/Assistant Secretary  
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Chairman/Vice Chairman