

**MINUTES OF MEETING
WESTSIDE HAINES CITY
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Westside Haines City Community Development District was held Thursday, **December 15, 2021** at 1:00 p.m. at 346 E. Central Avenue, Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk
Justin Frye
Rob Bonin *via Zoom*
Christine Aviles

Vice Chairman
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present were:

Jill Burns
Sarah Warren *via Zoom*
Rey Malave *via Zoom*
Margie Lloyd *via Zoom*

District Manager, GMS
KE Law Group
Dewberry
Dewberry

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called the roll. Four Board members were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns noted no members of the public were present in person or via Zoom.

THIRD ORDER OF BUSINESS

Approval of Minutes of the October 20, 2021 Board of Supervisors Meeting and Audit Committee Meeting

Ms. Burns presented the October 20, 2021 Board of Supervisors and Audit Committee meeting minutes. She asked if there were any questions, comments, or changes, and hearing none asked for a motion to approve.

<p>On MOTION by Mr. Frye, seconded by Ms. Schwenk, with all in favor, the Minutes of the October 20, 2021 Board of Supervisors and Audit Committee Meeting, were approved.</p>
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FOURTH ORDER OF BUSINESS

Consideration of 2022 Data Sharing and Usage Agreement with Polk County Property Appraiser

Ms. Burns reviewed the agreement and asked for a motion to approve.

On MOTION by Mr. Frye, seconded by Ms. Schwenk, with all in favor, the 2022 Data Sharing and Usage Agreement with Polk County Property Appraiser, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Contract Agreement with Polk County Property Appraiser

Ms. Burns presented the contract agreement and asked for a motion to approve.

On MOTION by Mr. Frye, seconded by Ms. Aviles, with all in favor, the Contract Agreement with Polk County Property Appraiser, was approved.

SIXTH ORDER OF BUSINESS

Acceptance of Audit Committee Rankings – ADDED

Ms. Burns presented the rankings of the Audit Committee meeting that was held prior to the Board meeting. She noted that the committee ranked McDirmit #1 and asked the Board to authorized sending a Notice of Intent to Award to McDirmit.

On MOTION by Mr. Frye, seconded by Ms. Aviles, with all in favor, Accepting the Rankings of the Audit Committee with McDirmit Ranked #1 and Authorization to Send Notice of Intent to Award to McDirmit, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Warren had nothing further to report.

B. Engineer

Mr. Malave noted that they had gotten emails back and forth about the potential bond issuance about the offsite roadway improvements and asked if there was a timeline at the beginning of January, and Ms. Warren responded they needed to be done by the end of January.

C. District Manager’s Report

i. Approval of Check Register

Ms. Burns stated that the current check register was \$15,264.29.

On MOTION by Mr. Frye, seconded by Ms. Aviles, with all in favor, the Check Register totaling \$15,264.29, was approved.

i. Balance Sheet & Income Statement

Ms. Burns had nothing new to report to the Board. She stated that financial statements were included in the Board’s package through the month of July. There was no action needed.

ii. Ratification of:

a) Summary of Series 2021 AA1 Requisitions #39 to #74

b) Summary of Series 2021 AA1 Brentwood Account Requisitions #1 to #28

Ms. Burns stated that these had already been approved and just needed to be ratified by the Board.

On MOTION by Mr. Frye, seconded by Ms. Aviles, with all in favor, Series 2021 AA1 Requisitions #39 to #74 and Series 2021 AA1 Brentwood Account Requisitions #1 to #28, were ratified.

EIGHTH ORDER OF BUSINESS

Other Business

Ms. Burns stated there was no other business to discuss.

NINTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

Ms. Burns adjourned the meeting.

December 15, 2021

Westside Haines City CDD

On MOTION by Mr. Frye, seconded by Ms. Schwenk, with all in favor, the meeting was adjourned.


Secretary/Assistant Secretary


Chairman/Vice Chairman