

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

The Special meeting of the Board of Supervisors of the Westside Haines City Community Development District was held Wednesday, **June 30, 2023** at 10:30 a.m. at 346 E. Central Avenue, Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk	Vice Chairperson
Rob Bonin	Assistant Secretary
Bobbie Henley	Assistant Secretary
Eric Lavoie	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Roy Van Wyk	District Counsel, KVV Law
Rey Malave	District Engineer, Dewberry
Molly Banfield	District Engineer, 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 May 17, 2023
Board of Supervisors Meeting**

Ms. Burns presented the May 17, 2023 Board of Supervisors meeting minutes. She asked if there were any questions, comments, or changes. Hearing no changes, she asked for a motion to approve.

On MOTION by Ms. Schwenk, seconded by Ms. Henley, with all in favor, the Minutes of the May 17, 2023 Board of Supervisors, were approved.

June 30, 2023

Westside Haines City CDD

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2023-04
Directing Chairman and District Staff to
File a Petition Amending District
Boundaries**

Ms. Burns stated this will be a contraction parcel to remove 14.48 acres. Ms. Banfield stated she is double checking the exhibits today and the report but will get something over to the Board soon.

On MOTION by Ms. Henley, seconded by Ms. Schwenk, with all in favor, Resolution 2023-04 Directing Chairman and District Staff to File a Petition Amending District Boundaries removing 14.48 acres, was approved.

FIFTH ORDER OF BUSINESS

**Consideration of Boundary Amendment
Funding Agreement**

Ms. Burns stated next is the Boundary Amendment Funding Agreement with GLK and under the terms of that agreement, that entity will fund any of the expenses related to the boundary amendment.

On MOTION by Ms. Schwenk, seconded by Mr. Lavoie, with all in favor, the Boundary Amendment Funding Agreement, was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Notice of Cascades Phase
3 RFP for Construction Services and
Approval of Evaluation Criteria**

Ms. Burns stated that was updated yesterday with a new date that was sent so the pickup date is July 12th at 8:00 a.m. at Heather’s office. She stated the questions would be due by Friday July 28th and proposals would be due August 11th at their offices.

On MOTION by Ms. Schwenk, seconded by Mr. Lavoie, with all in favor, the Notice of Cascades Phase 3 RFP for Construction Services and Approval of Evaluation Criteria, was approved.

SEVENTH ORDER OF BUSINESS

**Consideration of Notice of Brentwood
Phases 2 and 3 RFP for Construction**

June 30, 2023

Westside Haines City CDD

Services and Approval of Evaluation Criteria

Ms. Burns noted the timeline of July 12th pick up with a due date being August 11th. She asked for any questions. Mr. Bonin asked if this has a base bid and an alternate bid requirement. Ms. Burns stated yes. Mr. Bonin stated if Cascades and Brentwood bids are done together, the good thing is they can see who the lowest bidder is for both projects and if needed, could always negotiate.

On MOTION by Ms. Schwenk, seconded by Mr. Lavoie, with all in favor, the Notice of Brentwood Phases 2 and 3 RFP for Construction Services and Approval of Evaluation Criteria, was approved.

EIGHTH ORDER OF BUSINESS Staff Reports

A. Attorney

Mr. Van Wyk stated the RFP packages are ready. He stated they are working on the boundary amendment petition and the exhibits.

B. Engineer

Ms. Banfield stated they had nothing new, just getting the exhibits for the boundary amendment wrapped up but should be good to go after that.

C. District Manager’s Report

i. Presentation of Updated Number of Registered Voters – 0

Ms. Burns stated the last number received back from the property appraiser was over 1,000 residents which obviously was not correct. She stated they double checked it and there was an error so the updated number is zero which is correct. No registered voters so no action the Board needs to take on that.

NINTH ORDER OF BUSINESS Other Business

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS Supervisors Requests and Audience Comments

There being no comments, the next item followed.

June 30, 2023

Westside Haines City CDD

ELEVENTH ORDER OF BUSINESS

Adjournment

Ms. Burns asked for a motion to adjourn the meeting.

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

Jill Burns

Secretary/Assistant Secretary

Rennie Heath

Chairman/Vice Chairman