

*Westside Haines City
Community Development District*

Meeting Agenda

December 5, 2023

AGENDA

Westside Haines City

Community Development District

219 E. Livingston St., Orlando, Florida 32801
Phone: 407-841-5524 – Fax: 407-839-1526

November 28, 2023

Board of Supervisors
Westside Haines City
Community Development District

Dear Board Members:

A meeting of the Board of Supervisors of the **Westside Haines City Community Development District** will be held on **Tuesday, December 5, 2023 at 9:30 AM** at the **Holiday Inn—Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, FL 33880.**

Zoom Video Link: <https://us06web.zoom.us/j/83134323812>

Zoom Call-In Number: 1-646-876-9923

Meeting ID: 831 3432 3812

Following is the advance agenda for the meeting:

Board of Supervisors Meeting

1. Roll Call
2. Public Comment Period (¹Speakers will fill out a card and submit it to the District Manager prior to the beginning of the meeting)
3. Approval of Minutes of the November 7, 2023 Landowners' Meeting and Board of Supervisors Meeting
4. Public Hearing
 - A. Public Hearing on the Adoption of Rules for Overnight Parking at the Amenity Center
 - i. Consideration of Resolution 2024-04 Adopting Rules for Overnight Parking at the Amenity Center
5. Review and Ranking of Proposals Received for Brentwood Phase 4 & Phase 5 RFP for Construction Services and Authorizing Staff to Send Notices of Intent to Award
6. Consideration of 2024 Data Sharing and Usage Agreement with Polk County Property Appraiser
7. Staff Reports
 - A. Attorney
 - B. Engineer
 - i. Ratification of Work Authorization 2024-2 for Surveying Services for Brentwood Phases 2 and 3
 - C. Field Manager's Report
 - D. District Manager's Report
 - i. Approval of Check Register
 - ii. Balance Sheet & Income Statement
8. Other Business
9. Supervisors Requests and Audience Comments
10. Adjournment

¹ Comments will be limited to three (3) minutes

MINUTES

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

The Landowners' meeting and Election of the Board of Supervisors of the Westside Haines City Community Development District was held Tuesday, **November 7, 2023** at 9:20 a.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present were:

Tricia Adams
Jill Burns
Lauren Gentry
Corey Roberts

FIRST ORDER OF BUSINESS

**Determination of Number of Voting Units
Represented**

Ms. Burns stated that she had been provided with a proxy form authorizing Tricia Adams to cast votes on behalf of Wynnstone Investors, LLC authorizing her to cast 211 votes.

SECOND ORDER OF BUSINESS

Call to Order

Ms. Burns stated we will go ahead and call to order the Landowner's meeting.

THIRD ORDER OF BUSINESS

**Election of Chairman for the Purpose of
Conducting Landowners' Meeting**

Ms. Burns was designated as the Chair for purposes of running the Landowner's meeting.

FOURTH ORDER OF BUSINESS

**Nominations for the Positions of
Supervisor**

Ms. Burns asked for nominations for the three seats up for election, Ms. Adams nominated Eric Lavoie for Seat 3, Bobbie Henley for Seat 4, and Rob Bonin for Seat 5.

FIFTH ORDER OF BUSINESS

Casting of Ballots

Ms. Adams casted 211 votes for Eric Lavoie, 211 votes for Bobbie Henley, and 210 votes for Rob Bonin.

SIXTH ORDER OF BUSINESS

Ballot Tabulation

Ms. Burns stated that Mr. Lavoie and Ms. Henley will serve four-year terms and Mr. Bonin will serve a two-year term.

SEVENTH ORDER OF BUSINESS

Landowners Questions and Comments

There being no comments, the next item followed.

EIGHTH ORDER OF BUSINESS

Adjournment

Ms. Burns stated at this time we will adjourn the landowners' meeting.

Secretary/Assistant Secretary

Chairman/Vice Chairman

**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 Tuesday, **November 7, 2023** at 10:46 a.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Rennie Heath	Chairman
Lauren Schwenk <i>joined late</i>	Vice Chairperson
Bobbie Henley	Assistant Secretary
Rob Bonin <i>by Zoom</i>	Assistant Secretary
Eric Lavoie	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Lauren Gentry	Kilinski Van Wyk, District Counsel
Corey Roberts	Kilinski Van Wyk, District Counsel
Rey Malave <i>by Zoom</i>	District Engineer, Dewberry
Joel Blanco	Field Manager, GMS
Clayton Smith	Field Manager, GMS
Ashton Bligh <i>via Zoom</i>	Greenberg Traurig, P.A., Bond Counsel

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called the roll. Three Board members were present in person constituting a quorum and one Board member joining via Zoom.

SECOND ORDER OF BUSINESS

Public Comment Period

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

THIRD ORDER OF BUSINESS

Organizational Matters

A. Administration of Oaths to Office to Newly Elected Board Members (Seat #3, Seat #4, and Seat #5)

Ms. Burns stated that they held a Landowners' election this morning. At the Landowners' election Eric Lavoie, Bobbie Henley and Rob Bonin were reelected to their seats. She swore in

Mr. Lavoie and Ms. Henley. She noted that she will swear in Mr. Bonin later because he was not currently present in person.

B. Consideration of Resolution 2024-01 Canvassing and Certifying the Results of the Landowners' Election

Ms. Burns reviewed the results of the Landowners' election stating that Eric Lavoie received 211 votes, Bobbie Henley received 211 votes, and Rob Bonin received 210 votes. Mr. Lavoie and Ms. Henley will serve 4-year terms and Mr. Bonin will serve a 2-year term.

On MOTION by Mr. Heath, seconded by Ms. Henley, with all in favor, Resolution 2024-01 Canvassing and Certifying the Results of the Landowners' Election, was approved.

C. Election of Officers

Ms. Burns explained that after they hold a Landowners' election, they reelect officers.

D. Consideration of Resolution 2024-02 Electing Officers

Ms. Burns presented Resolution 2024-02 stating that previously Mr. Heath was Chairman, Ms. Schwenk was Vice Chairman, and the other three Supervisors were Assistant Secretaries. Ms. Burns was Secretary and Mr. Flint was an Assistant Secretary. The Board decided to keep the officers the same.

On MOTION by Ms. Henley, seconded by Mr. Lavoie, with all in favor, Resolution 2024-02 Electing Officers as slated above, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the October 3, 2023 Board of Supervisors Meeting and the October 11, 2023 Continued Board of Supervisors Meeting, and the October 19, 2023 Board of Supervisors Meeting

Ms. Burns presented the October 3, 2023 Board of Supervisors meeting minutes, the October 11, 2023 Continued Board of Supervisors meeting minutes, and the October 19, 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. Henley, seconded by Mr. Lavoie, with all in favor, the Minutes of the October 3, 2023 Board of Supervisors Meeting, October 11, 2023 Continued Board of Supervisors Meeting, and the October 19, 2023 Board of Supervisors meetings, were approved.

FIFTH ORDER OF BUSINESS

Presentation and Approval of Engineer’s Report dated October 26, 2023

Ms. Burns stated that they had a version that was sent yesterday that was in front of the Board, but there were changes that were made. Ms. Gentry explained that there was a version circulated earlier this morning that had corrections to the legal description and the maps attached to the report to reflect the most recent Boundary Amendment that they completed on October 3rd and had been updated. She pointed out that it also updates the title of the report and the date of the report to the second amended and restated Engineer’s Report dated November 7, 2023.

Mr. Malavé stated that the report was now stated as a second amended and restated Engineer’s Report with the November 7th date. He explained that it provides contraction of a parcel as per the approved ordinance and they provided the same description of all the infrastructure for the previous reports and elimination of some of the lot numbers that were eliminated. He added that in addition, they updated their cost estimate to reflect current 2023 costs and to show the phasing of those costs on Exhibit 7 and per the three different types of projects, Brentwood, Cascade, and Wynnstone. He noted that the number of new units was modified to 2702 based on the current layouts and to certify that those costs should be adequate to build the project as noted and stated in the Engineer’s Report. He was happy to answer any questions. Hearing none,

On MOTION by Mr. Heath, seconded by Mr. Lavoie, with all in favor, the Second Amended and Restated Engineer’s Report dated November 7, 2023, was approved in substantial form.

SIXTH ORDER OF BUSINESS

Presentation and Approval of Preliminary Supplemental Assessment Methodology for Assessment Area Two dated November 7, 2023

Ms. Burns stated that there would be changes to this report because of the acreage that was noted in the Engineer’s Report, but the numbers and the assessments should be the same. She gave

a brief description of this report. She explained that this report allocates debt to the parcels and the Assessment Area Two that benefit from the Capital Improvement Plan that Mr. Malave just noted. She reviewed the tables attached starting with table 1, which shows their development plan, and they have a total 590 units in this assessment area. Table 2 shows the Capital Improvement Plan cost estimates, and the cost estimate total was \$17,443,750. Table 3 shows an estimated bond sizing of \$8,570,000, which is the most current estimate that they have from FMS. Table 4 outlines their improvement costs per unit. Table 5 shows the par debt per unit for each of those product types. Table 6 breaks down the net and gross annual debt assessment per unit. Table 7 includes the preliminary assessment roll, and this is what will be updated because this references the acres. This will be updated to reflect the new acreage and boundary that was provided in the Engineer's Report that was circulated this morning.

On MOTION by Mr. Heath, seconded by Mr. Lavoie, with all in favor, the Preliminary Supplemental Assessment Methodology for Assessment Area Two dated November 7, 2023, was approved in substantial form.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2024-03 Delegation Resolution for Series 2023 Assessment Area Two Bonds

Ms. Bligh stated that this was Delegation Resolution 2024-03 and was the supplemental resolution contemplated when the Board adopted the original bond resolution in March of 2021. She explained that this delegation resolution contains documents as exhibit to sell one series of bonds, the primary purpose of providing funds to pay all or a portion of the costs of the public infrastructure for 590 residential units. She noted that they were referring to this project as the Assessment Area Two project, which is also described as Schedule One. She pointed out that late yesterday, they sent a revised delegation resolution, which reflects the updated title of the consultant reports, the date of the consultant reports as well as an updated Schedule One, which includes the probable cost table from the Engineer's Report. She added that the forms of documents attached to this resolution were listed on page three and they include a Second Supplemental Trust Indenture, a Bond Purchase Contract, a Preliminary Limited Offering Memorandum, a Rule 15c2-12 certificate as well as a Continuing Disclosure Agreement. She pointed out in Sections Four and Five that Florida law requires certain findings, so they don't have to do a public offering. She

explained that those findings were listed under Section Four. She added that Section Five lists the parameters for the bonds, which include any optional redemption of the bonds to be determined at pricing. The interest rate on Assessment Area Two bonds shall not exceed the maximum rate allowed by Florida law. The aggregate principal amount of the Assessment Area Two bonds shall not exceed \$10,000,000. The Assessment Area Two bonds shall have a final maturity no later than the maximum term allowed by Florida law, which is currently 30 years of principal amortization. Also, the price at which the Assessment Area Two Bonds shall be sold to the Underwriter shall not be less than 98.0% of the aggregate face amount of the Assessment Area Two Bonds, exclusive of original issue discount. She was happy to answer any questions.

On MOTION by Mr. Heath, seconded by Mr. Lavoie, with all in favor, Resolution 2024-03 Delegation Resolution for Series 2023 Assessment Area Two Bonds, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Ancillary Documents for Series 2023 Assessment Area Two Bonds

A. True-Up Agreement

Ms. Gentry explained that this agreement sets forth the terms whereby the developer would be required to make a true-up payment.

B. Collateral Assignment Agreement

Ms. Gentry explained that this agreement was whereby the developer would agree in the event of a default to collaterally assign all development rights to the District, if needed to complete the project.

C. Completion Agreement

Ms. Gentry explained that this agreement was where the developer agrees to complete the Assessment Area Two Project that is funded with these bonds to the extent that the cost of the project exceeds the amount of available bonds.

D. Acquisition Agreement

Ms. Gentry explained that this agreement sets forth the terms whereby the District may acquire infrastructure improvements, work product or real-estate from the developer that is funded prior to the issuance of the bonds.

E. Declaration of Consent

Ms. Gentry explained the declaration of consent whereby the developer consents to various proceedings and the jurisdiction of the District in connection with the issuance of the bonds and the levy of the assessments.

F. Notice of Special Assessments

Ms. Gentry explained the notice of special assessments would be completed, filled in and recorded after the bonds are issued.

On MOTION by Mr. Heath, seconded by Ms. Henley, with all in favor, the Ancillary Documents for Series 2023 Assessment Area Two Bonds, was approved in substantial form.

NINTH ORDER OF BUSINESS

Ratification of Notice of Boundary Amendment

Ms. Burns stated that this has already been executed and recorded to outline the new boundary of the District after the Boundary Amendment was approved.

On MOTION by Mr. Heath, seconded by Mr. Lavoie, with all in favor, the Notice of Boundary Amendment, was ratified.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Gentry had nothing further to report.

B. Engineer

Mr. Malave had nothing further to report.

C. Field Manager’s Report

Mr. Smith introduced Joel Blanco who is new to their team and will be assisting at Westside Haines City as far as field matters go. Mr. Smith presented the Field Manager's Report stating that one of the big things that they had done was that they had a lot of the palms pruned at all the front entrances. He explained that the palms were establishing well, but they wanted to get them pruned. Before the executive visit a few weeks ago, everything was mowed, beds detailed, palms trimmed, and they sent out their maintenance crew to deal with some things as far as some staining on the monuments, etc. He pointed out that one thing they have noticed was the well system has a lot of iron in it and was spraying the iron all over the monuments and the sidewalks. He noted that it might be beneficial to them to look into a water softener system. He stated that they were continuing to monitor the progress at the amenity. Ms. Burns stated that they were relaying to residents Summer 2024 as the estimate timeline. He explained that all the contracts were approved, and they currently have vendors working on the site. He offered to answer any questions. It was asked if he could get some quotes for the softener. The response was that this quote will be brought back to the next meeting. Ms. Burns asked about a sign at the entry and if it was a requirement. The sign at the entry will be investigated further.

D. District Manager's Report

i. Approval of Check Register

Ms. Burns presented approval of the check register from September 23rd to October 27th with a total amount of \$83,781.53. She asked for any questions on that, otherwise looking for a motion to approve.

On MOTION by Ms. Henley, seconded by Mr. Heath, with all in favor, the Check Register for \$83,781.53, was approved.

ii. Balance Sheet & Income Statement

Ms. Burns stated that financial statements were included in the Board's package for review. There was no action needed.

**Lauren Schwenk joined the meeting at this time.*

ELEVENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

TWELFTH ORDER OF BUSINESS

**Supervisors Requests and Audience
Comments**

There being no comments, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Adjournment

Ms. Burns adjourned the meeting.

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

SECTION IV

SECTION A

SECTION 1

RESOLUTION 2024-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WESTSIDE HAINES CITY COMMUNITY DEVELOPMENT DISTRICT ADOPTING RULES RELATING TO OVERNIGHT PARKING AND PARKING ENFORCEMENT; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the Westside Haines City Community Development District (“District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated within Polk County, Florida; and

WHEREAS, Chapter 190, *Florida Statutes*, authorizes the District to adopt resolutions as may be necessary for the conduct of district business; and

WHEREAS, the Board of Supervisors of the District (“Board”) is authorized by Sections 190.011(5) and 190.035, *Florida Statutes*, to adopt rules, orders, policies, rates, fees and charges pursuant to Chapter 120, *Florida Statutes*; and

WHEREAS, the District desires to adopt *Rules Relating to Overnight Parking and Parking Enforcement* (“Rules”), attached hereto as **Exhibit A** and incorporated herein, pursuant to the provisions of Sections 190.011(5) and 190.035 and Chapter 120, *Florida Statutes*; and

WHEREAS, the District has properly noticed for rule development and rulemaking regarding the Rules and a public hearing was held at a meeting of the Board on December 5, 2023; and

WHEREAS, the Board finds that it is in the best interests of the District to adopt by resolution the Rules for immediate use and application.

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

SECTION 1. The recitals stated above are true and correct and by this reference are incorporated herein.

SECTION 2. The District hereby adopts the Rules, attached hereto as **Exhibit A**.

SECTION 3. If any provision of this Resolution or the Rules is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 4. This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

[Continue onto next page]

PASSED AND ADOPTED this 5th day of December 2023.

ATTEST:

**WESTSIDE HAINES CITY COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Rules Relating to Overnight Parking and Parking Enforcement

WESTSIDE HAINES CITY COMMUNITY DEVELOPMENT DISTRICT
RULES RELATING TO OVERNIGHT PARKING AND PARKING ENFORCEMENT

In accordance with Chapter 190, *Florida Statutes*, and on December 5, 2023, at a duly noticed public meeting, the Board of Supervisors of the Westside Haines City Community Development District (“District”) adopted the following policy to govern overnight parking and parking enforcement on certain District property (“Policy”). This Policy repeals and supersedes any prior rules and/or policies governing the same subject matter.

SECTION 1. INTRODUCTION. The District finds that parked Commercial Vehicles, Vehicles, Vessels and Recreational Vehicles (hereinafter defined) on certain of its property (hereinafter defined) cause hazards and danger to the health, safety and welfare of District residents, paid users and the public. This Policy is intended to provide the District’s residents and paid users with a means to remove such Commercial Vehicles, Vehicles, Vessels and Recreational Vehicles from areas that are not designated for parking.

SECTION 2. DEFINITIONS.

- A.** *Commercial Vehicle.* Any mobile item which normally uses wheels, whether motorized or not, that (i) is titled, registered or leased to a company and not an individual person, or (ii) is used for business purposes even if titled, registered or leased to an individual person.
- B.** *Designated Parking Areas.* Areas which have been explicitly approved for parking by the District, including but not limited to areas indicated by asphalt markings and indicated by signage.
- C.** *Vehicle.* Any mobile item which normally uses wheels, whether motorized or not.
- D.** *Vessel.* Every description of watercraft, barge, or airboat used or capable of being used as a means of transportation on water.
- E.** *Recreational Vehicle.* A vehicle designed for recreational use, which includes motor homes, campers and trailers relative to same.
- F.** *Parked.* A Vehicle, Vessel or Recreational Vehicle left unattended by its owner or user.
- G.** *Tow-Away Zone.* District property in which parking is prohibited and in which the District is authorized to initiate a towing and/or removal action.
- H.** *Overnight.* Between the hours of 10:00 p.m. and 6:00 a.m. daily.

SECTION 3. TOW-AWAY ZONES. The areas indicated on the map attached hereto as **Exhibit A** are hereby designated as Tow-Away Zones during Overnight hours for all Vehicles, including Commercial Vehicles, Vessels, Recreational Vehicles. **Any Vehicle parked on District Property, including District roads, if any, must do so in compliance with all laws, ordinances, and codes, and shall not block access to driveways and property entrances.**

SECTION 4. EXCEPTIONS.

- A. ABANDONED/BROKEN-DOWN VEHICLES.** Abandoned and/or broken-down Vehicles are not permitted to be parked on District Property at any time and are subject to towing at the Owner's expense.
- B. PARKING DURING AMENITY HOURS.** Vehicles may park in the designated parking areas of amenity facilities depicted in **Exhibit A** during the open hours of operations of such amenity facilities, including any District-authorized special events occurring outside of regular hours of operation. Otherwise, no Overnight parking is permitted at the amenity facilities.
- C. VENDORS/CONTRACTORS.** The District Manager or his/her designee may authorize vendors/consultants in writing to park company vehicles in order to facilitate District business. All vehicles so authorized must be identified by a Parking Pass issued by the District.
- D. DELIVERY VEHICLES AND GOVERNMENTAL VEHICLES.** Delivery vehicles, including but not limited to, U.S.P.S., U.P.S., Fed Ex, moving company vehicles, and lawn maintenance vendors may park on District property while actively engaged in the operation of such businesses. Vehicles owned and operated by any governmental unit may also park on District Property while carrying out official duties.

SECTION 6. TOWING/REMOVAL PROCEDURES.

- A. SIGNAGE AND LANGUAGE REQUIREMENTS.** Notice of the Tow-Away Zones shall be approved by the District's Board of Supervisors and shall be posted on District property in the manner set forth in Section 715.07, *Florida Statutes*. Such signage is to be placed in conspicuous locations, in accordance with Section 715.07, *Florida Statutes*.
- B. TOWING/REMOVAL AUTHORITY.** To effect towing/removal of a Commercial Vehicle, Vehicle, Vessel or Recreational Vehicle, the District Manager or his/her designee must verify that the subject Commercial Vehicle, Vehicle, Vessel or Recreational Vehicle was not authorized to park under this rule in the Overnight Parking Areas and then must contact a firm authorized by Florida law to tow/remove Commercial Vehicle, Vehicles, Vessels and Recreational Vehicles for the removal of such unauthorized vehicle at the owner's expense. The Commercial Vehicle, Vehicle, Vessel or Recreational Vehicle shall be towed/removed by the firm in accordance with Florida law, specifically the provisions set forth in Section 715.07, *Florida Statutes*. Notwithstanding the foregoing, a towing service retained by the District may tow/remove any vehicle parked in a Tow-Away Zone.
- C. AGREEMENT WITH AUTHORIZED TOWING SERVICE.** The District's Board of Supervisors is hereby authorized to enter into and maintain an agreement with a firm authorized by Florida law to tow/remove unauthorized vehicles and in accordance with Florida law and this Policy.

SECTION 7. PARKING AT YOUR OWN RISK. Vehicles, Vessels or Recreational Vehicles may be parked on District property pursuant to this rule, provided however that the District assumes no liability for any theft, vandalism and/ or damage that might occur to personal property and/or to such Vehicles.

SECTION 8. AMENDMENTS; DESIGNATION OF ADDITIONAL TOW-AWAY ZONES OR DESIGNATED PARKING AREAS. The Board in its sole discretion may amend these Rules Related to Parking and Parking Enforcement from time to time to designate new Tow-Away Zones or Designated Parking Areas as the District acquires additional common areas. Such designations of new Tow-Away Zones and Designated Parking Areas are subject to proper signage and notice prior to enforcement of this Policy in such areas.

EXHIBIT A – *Tow-Away Zones (highlighted areas)*

Effective date: December 5, 2023

EXHIBIT A
Tow-Away Zones

[Insert Map]

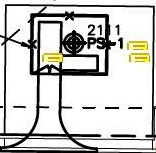
WETLAND CONSERVATION AREA B

MAP KEY:

RED AREAS - No Overnight Parking

PUMP
STATION

5
SH=129
NP=



ANGEL FALLS DRIVE

15' PUBLIC UTILITY EASEMENT

STREET R

BLOCK 31

15' PUBLIC UTILITY EASEMENT

15' PUBLIC UTILITY EASEMENT

STREET S

BLOCK 30

20' DRAINAGE EASEMENT

PARK PLACE BLVD

15' PUBLIC UTILITY EASEMENT

134.0
130.2

130.2
134.0

128.0

6
SH=127
NP=

E

2

C

SECTION V

Brentwood Townhomes Ph 4 & 5
Bid Ranking Results
 BASE BID OPENING 11/09/2023

Brentwood Ph 4 & 5 (290 Units)															
						Maximum Points	40	25	10	10	10	5	100		
Bidder	Opening Price	Opening Price w/ Proper Comps (Doesn't Include Survey)	Substantial Completion Days	Final Completion Days	Price Rank (Based on Adjusted Price)	Schedule Rank (Based on Substantial Completion)	Price	Schedule	Financial Capability	Understanding of Work	Experience	Personnel	Total	Overall Rank	Cost/Unit
KEARNEY	\$ 5,151,515.15	\$ 5,151,515.15	238	267	2	3	39.8	13.9	10	10	10	5	88.7	2	\$17,763.85
TUCKER PAVING	\$ 5,560,852.77	\$ 5,455,701.76	224	254	4	2	37.4	16.1	10	10	10	5	88.5	3	\$18,812.76
QGS	\$ 5,018,467.00	\$ 5,123,440.99	165	195	1	1	40.0	25.0	10	10	10	5	100.0	1	\$17,667.04
RIPA	\$ 5,255,911.90	\$ 5,255,911.90	284	316	3	4	39.0	7.0	10	10	10	5	80.9	4	\$18,123.83

KEARNEY

Survey Alternate Cost - \$320,436.00
 (Tax Included)

TUCKER **Removed Survey Cost from Original Bid Price - \$105,151.01**

Survey Alternate Cost - \$105,151.01
 (Tax Included)

QGS **Price Change for 1.5" Asphaltic Surface Course, Add - \$4,974.75**
Removed Escalation Language & added \$100,000.00

Survey Alternate Cost - \$92,325.00
 (Tax Included)

RIPA

Survey Alternate Cost - \$220,000.00
 (Tax Included)

Brentwood Townhomes Ph 4 & 5 Bid Ranking Results

ALTERNATE BID OPENING 11/09/2023

Brentwood Ph 4 & 5 (290 Units)															
						Maximum Points	40	25	10	10	10	5	100		
Bidder	Opening Price	Opening Price w/ Proper Comps (Doesn't Include Survey)	Substantial Completion Days	Final Completion Days	Price Rank (Based on Adjusted Price)	Schedule Rank (Based on Substantial Completion)	Price	Schedule	Financial Capability	Understanding of Work	Experience	Personnel	Total	Overall Rank	Cost/Unit
KEARNEY	\$ 5,350,280.58	\$ 5,350,280.58	180	210	2	2	38.2	22.7	10	10	10	5	96.0	2	\$18,449.24
TUCKER PAVING	DID NOT BID												0.0		\$0.00
QGS	\$ 5,018,467.00	\$ 5,123,440.99	165	195	1	1	40.0	25.0	10	10	10	5	100.0	1	\$17,667.04
RIPA	DID NOT BID				2								0.0		\$0.00

KEARNEY

Accelerated Schedule Cost (Included) - \$198,765.43
Survey Alternate Cost - \$320,436.00
(Tax Included)

TUCKER

Survey Alternate Cost - \$xxx,xxx.xx
(Tax Included)

QGS *Price Change for 1.5" Asphaltic Surface Course, Add - \$4,974.75*
Removed Escalation Language & added \$100,000.00

Survey Alternate Cost - \$92,325.00
(Tax Included)

RIPA

Survey Alternate Cost - \$xxx,xxx.xx
(Tax Included)

SECTION VI



Marsha M. Faux, CFA, ASA
POLK COUNTY PROPERTY APPRAISER

Revised 12/2023
ADA Compliant

2024 Data Sharing and Usage Agreement

This Data Sharing and Usage Agreement, hereinafter referred to as "Agreement," establishes the terms and conditions under which the Westside Haines City CDD hereinafter referred to as "agency," can acquire and use Polk County Property Appraiser data that is exempt from Public Records disclosure as defined in FS 119.071.

In accordance with the terms and conditions of this Agreement, the agency agrees to protect confidential data in accordance with FS 282.3185 and FS 501.171 and adhere to the standards set forth within these statutes.

For the purposes of this Agreement, all data is provided. It is the responsibility of the agency to apply all statutory guidelines relative to confidentiality and personal identifying information.

The confidentiality of personal identifying information including: names, mailing address and OR Book and Pages pertaining to parcels owned by individuals that have received exempt / confidential status, hereinafter referred to as "confidential data," will be protected as follows:

- 1. The agency will not release confidential data that may reveal identifying information of individuals exempted from Public Records disclosure.
2. The agency will not present the confidential data in the results of data analysis (including maps) in any manner that would reveal personal identifying information of individuals exempted from Public Records disclosure.
3. The agency shall comply with all state laws and regulations governing the confidentiality and exempt status of personal identifying and location information that is the subject of this Agreement.
4. The agency shall ensure any employee granted access to confidential data is subject to the terms and conditions of this Agreement.
5. The agency shall ensure any third party granted access to confidential data 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 information is released.
6. The agency agrees to comply with all regulations for the security of confidential personal information as defined in FS 501.171.
7. The agency, when defined as "local government" by FS 282.3185, is required to adhere to all cybersecurity guidelines when in possession of data provided or obtained from the Polk County Property Appraiser.

The term of this Agreement shall commence on January 1, 2024, and shall run until December 31, 2024, the date of signature by the parties notwithstanding. This Agreement shall not automatically renew. A new agreement will be provided annually to ensure all responsible parties are aware of and maintain the terms and conditions of this Data Sharing and Usage Agreement.

In witness of their agreement to the terms above, the parties or their authorized agents hereby affix their signatures.

POLK COUNTY PROPERTY APPRAISER

Signature: Marsha Faux
Print: Marsha M. Faux CFA, ASA
Title: Polk County Property Appraiser
Date: December 1, 2023

Agency:
Signature:
Print:
Title:
Date:

Please email the signed agreement to pataxroll@polk-county.net.

SECTION VII

SECTION B

SECTION 1



Sent Via Email: jburns@gmscfl.com

November 17, 2023

Ms. Jillian Burns, District Manager
Westside Haines City Community Development District
c/o Governmental Management Services
219 East Livingston Street
Orlando, Florida 32801

**Subject: Work Authorization Number 2024-2
Westside Haines City Community Development District
Brentwood Phases 2 and 3 – Sketches and Legal Descriptions**

Dear Ms. Burns:

Dewberry Engineers Inc. is pleased to submit this Work Authorization to provide surveying services for the Westside Haines City Community Development District (District). We will provide these services pursuant to our current agreement (“District Engineer Agreement”).

With this information in mind, we propose the following tasks and corresponding fees:

I. Sketches and Legal Descriptions

We will prepare a sketch and legal description for Brentwood Phases 2 and 3. This will include a metes and bounds legal description, surveyor’s sketch, area computation and site location map. The sketch will be prepared in accordance with the Standards of Practice set forth in Chapter 5J17-052 of the Florida Administrative Code.

Our fee for this task will be based on time and materials, in accordance with the enclosed Schedule of Charges. We estimate a budget of \$5,500, plus other direct costs.

II. Other Direct Costs

Other direct costs include items such as printing, drawings, travel, deliveries, et cetera. This does not include any of the application fees for the various agencies, which are the owner’s responsibility and have not been accounted for in this proposal. We estimate a budget of \$100.

This Work Authorization, together with the referenced District Engineering Agreement, represents the entire understanding between the Westside Haines City Community Development District and Dewberry Engineers Inc. with regard to the referenced project. If you wish to accept this Work Authorization, please sign where indicated and return one complete copy to Aimee Powell, Senior Office Administrator in our Orlando office at 800 N. Magnolia Avenue, Suite 1000, Orlando, Florida 32803 (or via email at apowell@dewberry.com). Upon receipt, we will promptly schedule our services.

Ms. Jillian Burns
Westside Haines City CDD
Work Authorization 2024-2
November 17, 2023

Thank you for choosing Dewberry Engineers Inc. We look forward to working with you and your staff.

Sincerely,

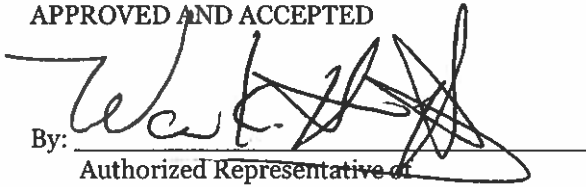


Reinardo Malavé, P.E.
Associate Vice President

RM:ap

M:\Proposals - Public\Municipal\Westside Haines CDD\Westside Haines City CDD District Surveying Services_11-17-2023

APPROVED AND ACCEPTED



By: _____
Authorized Representative of

Westside Haines City Community Development District

Date: 11/20/2023

SECTION C



Westside Haines City CDD

Field Management Report



December 5th, 2023

Clayton Smith

Field Manager

GMS

Completed

Landscape Review

- ✚ GMS staff has been performing landscape reviews throughout the district.
- ✚ Several trees on the frontage of Phase 1B appear to be losing leaves due to season Change but the trees are healthy. Will continue to monitor.
- ✚ Several oak trees were installed on Park Place Ave.
- ✚ Several sable palm were installed by Horsetail Dr. and Aquifer Ln.
- ✚ Western needles, flax lilies, and wild coffee plants have been installed in between conversation area and pond by Park Place Ave. & Moulin Road.
- ✚ The landscaping overall appears healthy and thriving.



Completed

Front Entrance Review

- ✚ In light of previously report rust stains on the sidewalks by the Phase 1 entrance, GMS staff has been reviewing sidewalks and monument signs.
- ✚ No rust stains have been seen on either sidewalk nor monument.
- ✚ Both appear in great and clean conditions.
- ✚ Gathering proposals for an iron management water system.



Completed

Pond Reviews



- ✚ GMS staff continues to monitor ponds and surrounding landscaping throughout the district.
- ✚ Both dry ponds and wet ponds appear in clean and serviceable conditions.
- ✚ Vendor maps are being finalized for service contracts.

In Progress

Amenity Review



- Amenity area progression remains to be monitored.
- Preparation for standard amenity opening processes remains ongoing.

Conclusion

For any questions or comments regarding the above information, please contact me by phone at 407-201-1514, or by email at csmith@gmscfl.com. Thank you.

Respectfully,
Clayton Smith

SECTION D

SECTION 1

Westside Haines City Community Development District

Summary of Check Register

October 28, 2023 to November 24, 2023

Bank	Date	Check No.'s	Amount
General Fund	11/2/23	353	\$ 20,006.96
	11/9/23	354 - 359	\$ 21,945.73
	11/16/23	360 - 362	\$ 13,749.13
Total Amount			\$ 55,701.82

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT#	SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
11/02/23	00052	10/19/23	4652078	202311	300-32500-10000			*	8,198.40		
			1% ADMIN FEE								
10/19/23		4652078	202311	300-20700-10000				*	11,808.56		
			1% ADMIN FEE								
POLK COUNTY PROPERTY APPRAISER										20,006.96	000353
11/09/23	00023	11/07/23	BH110720	202311	310-51300-11000			*	200.00		
			SUPERVISOR FEES-11/07/23								
BOBBIE HENLEY										200.00	000354
11/09/23	00050	9/01/23	23377	202309	330-53800-46200			*	4,365.00		
			LANDSCAPE MAINT BW-SEP23								
DUVAL LANDSCAPE MAINTENANCE										4,365.00	000355
11/09/23	00034	11/07/23	EL110720	202311	310-51300-11000			*	200.00		
			SUPERVISOR FEES-11/07/23								
ERIC LAVOIE										200.00	000356
11/09/23	00002	11/07/23	LS110720	202311	310-51300-11000			*	200.00		
			SUPERVISOR FEES-11/07/23								
LAUREN SCHWENK										200.00	000357
11/09/23	00049	10/06/23	10427	202310	320-53800-47300			*	1,700.73		
			IRRIGATION REPAIRS-OCT23								
10/12/23		10526	202310	320-53800-46200				*	2,415.00		
			TREE TRIMMING-OCT23								
11/01/23		10710	202311	320-53800-46200				*	8,805.00		
			LANDSCAPE MAINT-CA NOV23								
11/01/23		10710	202311	330-53800-46200				*	3,860.00		
			LANDSCAPE MAINT-BW NOV23								
PRINCE & SONS INC.										16,780.73	000358
11/09/23	00003	11/07/23	RH110720	202311	310-51300-11000			*	200.00		
			SUPERVISOR FEES-11/07/23								
RENNIE HEATH										200.00	000359
11/16/23	00020	9/30/23	021810	202311	300-20700-10100			*	5,300.00		
			031BW FR#47								
ABSOLUTE ENGINEERING INC										5,300.00	000360
11/16/23	00019	8/16/23	1471	202311	300-20700-10100			*	3,000.00		
			031BW FR#46								
GLK REAL ESTATE LLC										3,000.00	000361
11/16/23	00007	11/01/23	47	202311	310-51300-34000			*	3,246.25		
			MANAGEMENT FEES-NOV23								

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
11/01/23	47		202311 310-51300-35200	WEBSITE MANAGEMENT-NOV23	*	100.00	
11/01/23	47		202311 310-51300-35100	INFORMATION TECH-NOV23	*	150.00	
11/01/23	47		202311 310-51300-31300	DISSEMINATION SVCS-NOV23	*	416.67	
11/01/23	47		202311 310-51300-51000	OFFICE SUPPLIES	*	8.85	
11/01/23	47		202311 310-51300-42000	POSTAGE	*	69.03	
11/01/23	48		202311 330-53800-12000	FIELD MGMT-BRENTWOOD NOV	*	625.00	
11/01/23	49		202311 320-53800-12000	FEILD MGMT-CASCADES NOV	*	833.33	

GOVERNMENTAL MANAGEMENT SERVICES							5,449.13 000362

TOTAL FOR BANK A						55,701.82	
TOTAL FOR REGISTER						55,701.82	

SECTION 2

Westside Haines City
Community Development District

Unaudited Financial Reporting
October 31, 2023



Table of Contents

1	<hr/>	Balance Sheet
2-4	<hr/>	General Fund
5	<hr/>	Capital Reserve Fund
6	<hr/>	Series 2021 Debt Service Fund
7	<hr/>	Series 2021 Capital Projects Fund
8-10	<hr/>	Month to Month
11	<hr/>	Long Term Debt Report

Westside Haines City
Community Development District
Combined Balance Sheet
October 31, 2023

	<i>General Fund</i>	<i>Debt Service Fund</i>	<i>Capital Fund</i>	<i>Totals Governmental Funds</i>
Assets:				
Cash:				
Operating Account	\$ 700,271	\$ -	\$ -	\$ 700,271
Investments:				
Series 2021				
Reserve	\$ -	\$ 548,975	\$ -	\$ 548,975
Revenue	\$ -	\$ 410,613	\$ -	\$ 410,613
Construction - Cascades Phase 1 & 2	\$ -	\$ -	\$ 100,699	\$ 100,699
Construction - Brentwood Phase 1	\$ -	\$ -	\$ 384	\$ 384
Due From Developer	\$ 5,627	\$ -	\$ 8,300	\$ 13,927
Total Assets	\$ 705,898	\$ 959,588	\$ 109,383	\$ 1,774,869
Liabilities:				
Accounts Payable	\$ 20,728	\$ -	\$ -	\$ 20,728
Contracts Payable	\$ -	\$ -	\$ 1,669	\$ 1,669
Total Liabilities	\$ 20,728	\$ -	\$ 1,669	\$ 22,397
Fund Balance:				
Nonspendable:				
Prepaid Items	\$ -	\$ -	\$ -	\$ -
Restricted for:				
Debt Service - Series 2021	\$ -	\$ 959,588	\$ -	\$ 959,588
Capital Projects - Series 2021	\$ -	\$ -	\$ 107,714	\$ 107,714
Assigned:				
Capital Reserve	\$ -	\$ -	\$ -	\$ -
Unassigned	\$ 685,170	\$ -	\$ -	\$ 685,170
Total Fund Balances	\$ 685,170	\$ 959,588	\$ 107,714	\$ 1,752,472
Total Liabilities & Fund Balance	\$ 705,898	\$ 959,588	\$ 109,383	\$ 1,774,869

Westside Haines City

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending October 31, 2023

	Adopted	Prorated Budget	Actual	
	Budget	Thru 10/31/23	Thru 10/31/23	Variance
Revenues:				
Assessments - Tax Roll	\$ 762,450	\$ -	\$ -	-
Developer Contributions	\$ 230,836	\$ -	\$ -	-
Total Revenues	\$ 993,286	\$ -	\$ -	-
Expenditures:				
<i>General & Administrative:</i>				
Supervisor Fees	\$ 12,000	\$ 1,000	\$ 2,000	\$ (1,000)
Engineering	\$ 15,000	\$ 1,250	\$ 4,500	\$ (3,250)
Attorney	\$ 25,000	\$ 2,083	\$ 3,887	\$ (1,804)
Annual Audit	\$ 5,500	\$ -	\$ -	-
Assessment Administration	\$ 5,000	\$ 5,000	\$ 5,000	-
Arbitrage	\$ 1,350	\$ -	\$ -	-
Dissemination	\$ 7,000	\$ 583	\$ 417	\$ 167
Trustee Fees	\$ 12,000	\$ -	\$ -	-
Management Fees	\$ 38,955	\$ 3,246	\$ 3,246	-
Information Technology	\$ 1,800	\$ 150	\$ 150	-
Website Maintenance	\$ 1,200	\$ 100	\$ 100	-
Postage & Delivery	\$ 1,000	\$ 83	\$ 8	\$ 76
Insurance	\$ 5,913	\$ 5,913	\$ 5,785	\$ 128
Copies	\$ 1,000	\$ 83	\$ -	\$ 83
Legal Advertising	\$ 10,000	\$ 833	\$ -	\$ 833
Other Current Charges	\$ 5,268	\$ 439	\$ 47	\$ 392
Office Supplies	\$ 625	\$ 52	\$ 0	\$ 52
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ 175	-
Total General & Administrative	\$ 148,786	\$ 20,992	\$ 25,315	\$ (4,323)

Westside Haines City

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending October 31, 2023

	Adopted	Prorated Budget	Actual	
	Budget	Thru 10/31/23	Thru 10/31/23	Variance
<i>Operations & Maintenance</i>				
Cascades Expenditures				
<u>Field Expenditures</u>				
Property Insurance	\$ 10,000	\$ 10,000	\$ -	\$ 10,000
Field Management	\$ 10,000	\$ 833	\$ 833	\$ 0
Landscape Maintenance	\$ 185,000	\$ 15,417	\$ 11,220	\$ 4,197
Landscape Replacement	\$ 25,000	\$ 2,083	\$ -	\$ 2,083
Lake Maintenance	\$ 18,500	\$ 1,542	\$ -	\$ 1,542
Streetlights	\$ 15,000	\$ 1,250	\$ 2,722	\$ (1,472)
Electric	\$ 5,500	\$ 458	\$ 859	\$ (400)
Water & Sewer	\$ 8,000	\$ 667	\$ -	\$ 667
Sidewalk & Asphalt Maintenance	\$ 2,500	\$ 208	\$ -	\$ 208
Irrigation Repairs	\$ 10,000	\$ 833	\$ 1,701	\$ (867)
General Repairs & Maintenance	\$ 17,000	\$ 1,417	\$ -	\$ 1,417
Field Contingency	\$ 10,000	\$ 833	\$ -	\$ 833
<u>Amenity Expenditures</u>				
Amenity Staff	\$ 30,000	\$ -	\$ -	\$ -
Amenity - Electric	\$ 12,000	\$ -	\$ -	\$ -
Amenity - Water	\$ 10,000	\$ -	\$ -	\$ -
Playground Lease	\$ 35,000	\$ -	\$ -	\$ -
Fitness Equipment Lease	\$ 35,000	\$ -	\$ -	\$ -
Internet	\$ 3,000	\$ -	\$ -	\$ -
Pest Control	\$ 1,500	\$ -	\$ -	\$ -
Janitorial Service	\$ 20,500	\$ -	\$ -	\$ -
Security Services	\$ 25,000	\$ -	\$ -	\$ -
Pool Maintenance	\$ 36,000	\$ -	\$ -	\$ -
Amenity Repairs & Maintenance	\$ 15,000	\$ -	\$ -	\$ -
Amenity Access Management	\$ 2,500	\$ -	\$ -	\$ -
Amenity Contingency	\$ 12,000	\$ -	\$ -	\$ -
Capital Reserve	\$ 5,000	\$ -	\$ -	\$ -
Subtotal Cascades Expenditures	\$ 559,000	\$ 35,542	\$ 17,334	\$ 18,207

Westside Haines City

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending October 31, 2023

	Adopted	Prorated Budget	Actual	
	Budget	Thru 10/31/23	Thru 10/31/23	Variance
Brentwood Expenditures				
<u>Field Expenditures</u>				
Property Insurance	\$ 8,000	\$ 8,000	\$ -	\$ 8,000
Field Management	\$ 7,500	\$ 625	\$ 625	\$ -
Landscape Replacement & Repair	\$ 7,500	\$ 625	\$ -	\$ 625
Streetlights	\$ 10,000	\$ 833	\$ 911	\$ (78)
Electric	\$ 2,000	\$ 167	\$ 110	\$ 56
Water & Sewer	\$ 5,000	\$ 417	\$ -	\$ 417
Irrigation Repairs	\$ 3,000	\$ 250	\$ -	\$ 250
General Repairs & Maintenance	\$ 7,500	\$ 625	\$ -	\$ 625
Field Contingency	\$ 5,000	\$ 417	\$ -	\$ 417
<u>Amenity Expenditures</u>				
Amenity Staff	\$ 30,000	\$ -	\$ -	\$ -
Amenity - Electric	\$ 7,500	\$ -	\$ -	\$ -
Amenity - Water	\$ 10,000	\$ -	\$ -	\$ -
Playground Lease	\$ 35,000	\$ -	\$ -	\$ -
Fitness Equipment Lease	\$ 35,000	\$ -	\$ -	\$ -
Internet	\$ 3,000	\$ -	\$ -	\$ -
Amenity Landscaping	\$ 12,000	\$ 1,000	\$ 3,860	\$ (2,860)
Amenity Landscape Replacement	\$ 3,000	\$ -	\$ -	\$ -
Amenity Irrigation Repairs	\$ 3,000	\$ -	\$ -	\$ -
Pest Control	\$ 1,500	\$ -	\$ -	\$ -
Janitorial Service	\$ 15,000	\$ -	\$ -	\$ -
Security Services	\$ 25,000	\$ -	\$ -	\$ -
Pool Maintenance	\$ 25,000	\$ -	\$ -	\$ -
Amenity Repairs & Maintenance	\$ 10,000	\$ -	\$ -	\$ -
Amenity Access Management	\$ 2,500	\$ -	\$ -	\$ -
Amenity Contingency	\$ 7,500	\$ -	\$ -	\$ -
Capital Reserve	\$ 5,000	\$ -	\$ -	\$ -
Subtotal Brentwood Expenditures	\$ 285,500	\$ 12,958	\$ 5,507	\$ 7,452
Total Operations & Maintenance	\$ 844,500	\$ 48,500	\$ 22,841	\$ 25,659
Total Expenditures	\$ 993,286	\$ 69,492	\$ 48,156	\$ 21,336
Net Change in Fund Balance	\$ -		\$ (48,156)	
Fund Balance - Beginning	\$ -		\$ 733,326	
Fund Balance - Ending	\$ -		\$ 685,170	

Westside Haines City

Community Development District

Capital Reserve Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending October 31, 2023

	Adopted	Prorated Budget	Actual	
	Budget	Thru 10/31/23	Thru 10/31/23	Variance
Revenues:				
Transfer In - Cascades	\$ 5,000	\$ -	\$ -	-
Transfer In - Brentwood	\$ 5,000	\$ -	\$ -	-
Total Revenues	\$ 10,000	\$ -	\$ -	-
Expenditures:				
Capital Expenditures - Cascades	\$ -	\$ -	\$ -	-
Capital Expenditures - Brentwood	\$ -	\$ -	\$ -	-
Total Expenditures	\$ -	\$ -	\$ -	-
Net Change in Fund Balance	\$ 10,000		\$ -	
Fund Balance - Beginning	\$ -		\$ -	
Fund Balance - Ending	\$ 10,000		\$ -	

Westside Haines City

Community Development District

Debt Service Fund Series 2021

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending October 31, 2023

	Adopted	Prorated Budget	Actual	
	Budget	Thru 10/31/23	Thru 10/31/23	Variance
Revenues:				
Assessments - Tax Roll	\$ 1,097,950	\$ -	\$ -	-
Interest	\$ -	\$ -	\$ 3,882	\$ 3,882
Total Revenues	\$ 1,097,950	\$ -	\$ 3,882	\$ 3,882
Expenditures:				
Interest - 11/1	\$ 344,256	\$ -	\$ -	-
Principal - 5/1	\$ 410,000	\$ -	\$ -	-
Interest - 5/1	\$ 344,256	\$ -	\$ -	-
Total Expenditures	\$ 1,098,513	\$ -	\$ -	-
Excess (Deficiency) of Revenues over Expenditures	\$ (563)		\$ 3,882	
Fund Balance - Beginning	\$ 406,549		\$ 955,706	
Fund Balance - Ending	\$ 405,987		\$ 959,588	

Westside Haines City

Community Development District

Capital Projects Fund Series 2021

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending October 31, 2023

	Adopted	Prorated Budget	Actual	
	Budget	Thru 10/31/23	Thru 10/31/23	Variance
Revenues:				
Developer Contributions - Cascades	\$ -	\$ -	\$ -	\$ -
Developer Contributions - Brentwood	\$ -	\$ -	\$ 13,173	\$ 13,173
Interest	\$ -	\$ -	\$ 558	\$ 558
Total Revenues	\$ -	\$ -	\$ 13,731	\$ 13,731
Expenditures:				
Capital Outlay - Cascades	\$ -	\$ -	\$ -	\$ -
Capital Outlay - Brentwood	\$ -	\$ -	\$ 13,173	\$ (13,173)
Total Expenditures	\$ -	\$ -	\$ 13,173	\$ (13,173)
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ -	\$ 558	
Fund Balance - Beginning	\$ -	\$ -	\$ 107,156	
Fund Balance - Ending	\$ -	\$ -	\$ 107,714	

Westside Haines City
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Assessments - Tax Roll	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Developer Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures:													
General & Administrative:													
Supervisor Fees	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000
Engineering	\$ 4,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,500
Attorney	\$ 3,887	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,887
Annual Audit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Assessment Administration	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Arbitrage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Dissemination	\$ 417	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 417
Trustee Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Management Fees	\$ 3,246	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,246
Information Technology	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150
Website Maintenance	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100
Postage & Delivery	\$ 8	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8
Insurance	\$ 5,785	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,785
Printing & Binding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Legal Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Current Charges	\$ 47	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 47
Office Supplies	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0
Dues, Licenses & Subscriptions	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175
Total General & Administrative	\$ 25,315	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,315

Westside Haines City
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<u>Operations & Maintenance</u>													
Cascades Expenditures													
<u>Field Expenditures</u>													
Property Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Field Management	\$ 833	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 833
Landscape Maintenance	\$ 11,220	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,220
Landscape Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lake Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Streetlights	\$ 2,722	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,722
Electric	\$ 859	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 859
Water & Sewer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sidewalk & Asphalt Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Irrigation Repairs	\$ 1,701	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,701
General Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Field Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>Amenity Expenditures</u>													
Amenity Staff	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amenity - Electric	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amenity - Water	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Playground Lease	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fitness Equipment Lease	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Internet	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pest Control	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Janitorial Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Security Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pool Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amenity Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amenity Access Management	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amenity Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal Cascades Expenditures	\$ 17,334	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,334

Westside Haines City
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Brentwood Expenditures													
Field Expenditures													
Property Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Field Management	\$ 625	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 625
Landscape Replacement & Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Streetlights	\$ 911	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 911
Electric	\$ 110	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110
Water & Sewer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Irrigation Repairs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Field Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amenity Expenditures													
Amenity Staff	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amenity - Electric	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amenity - Water	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Playground Lease	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fitness Equipment Lease	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Internet	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amenity Landscaping	\$ 3,860	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,860
Amenity Landscape Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amenity Irrigation Repairs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pest Control	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Janitorial Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Security Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pool Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amenity Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amenity Access Management	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amenity Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal Brentwood Expenditures	\$ 5,507	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,507
Total Operations & Maintenance	\$ 22,841	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,841
Total Expenditures	\$ 48,156	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48,156
Net Change in Fund Balance	\$ (48,156)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (48,156)

Westside Haines City
Community Development District
Long Term Debt Report

Series 2021, Special Assessment Revenue Bonds	
Interest Rate:	2.500%, 3.000%, 3.250%, 4.000%
Maturity Date:	5/1/2052
Optional Redemption Date:	5/1/2031
Reserve Fund Definition	50% Maximum Annual Debt Service
Reserve Fund Requirement	\$548,975
Reserve Fund Balance	\$548,975
Bonds Outstanding - 7/19/21	\$19,810,000
(Less: Principal Payment - 5/1/23)	(\$400,000)
Current Bonds Outstanding	\$19,410,000