

**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, **September 3, 2024**, at 9:47 a.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk	Vice Chairperson
Bobbie Henley	Assistant Secretary
Rob Bonin	Assistant Secretary
Lindsey Roden	Appointed as an Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Savannah Hancock	District Counsel, Kilinski Van Wyk
Chace Arrington <i>by Zoom</i>	District Engineer, Dewberry
Joey Duncan <i>by Zoom</i>	District Engineer, Dewberry
Joel Blanco	Field Manager, GMS

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.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns noted there were no members of the public present in person nor joining via Zoom.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Acceptance of Resignation of Supervisor Eric Lavoie

Ms. Burns presented Eric Lavoie's letter of resignation and asked for a motion to accept.

September 3, 2024

Westside Haines City CDD

On MOTION by Ms. Schwenk, seconded by Ms. Henley, with all in favor, Accepting the Resignation of Supervisor Eric Lavoie was approved.

B. Consideration of Appointment to Board Seat #3

Ms. Burns stated a vacancy in Seat #3 and asked for any nominations to fill the vacancy. Lindsey Roden was nominated.

On MOTION by Ms. Henley, seconded by Ms. Schwenk, with all in favor, Appointing Lindsey Roden to Board Seat #3, was approved.

C. Administration of Oath to Newly Appointed Supervisor

Ms. Burns administered the oath to Lindsey Roden.

D. Consideration of Resolution 2024-17 Appointing an Assistant Secretary

Ms. Burns stated that the resolution would appoint Lindsey Roden as an Assistant Secretary.

On MOTION by Ms. Henley, seconded by Ms. Roden, with all in favor, Resolution 2024-17, Appointing Lindsey Roden as an Assistant Secretary, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the August 6, 2024 Board of Supervisors Meeting

Ms. Burns presented the minutes from the August 6, 2024, Board of Supervisors meeting. She asked if there were any questions, comments, or changes. Hearing no changes from the Board, she asked for a motion to approve.

On MOTION by Ms. Henley, seconded by Ms. Schwenk, with all in favor, the Minutes of the August 6, 2024, Board of Supervisors Meeting, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2024-18 Resetting a Public Hearing on the

September 3, 2024

Westside Haines City CDD

Adoption of Amenity Rules and Rates (Cascades Phase)

Ms. Burns stated that Resolutions 2024-18 and 2024-19 are substantially similar in setting the public hearing on adopting Amenity Rates and Rules. One resolution was for Cascade, and one was for Brentwood. There are four amenities in this area and community. One is in Cascades, two are in Brentwood, and one is in Wynnstone. Ms. Burns indicated they were only doing Brentwood and Cascades.

Ms. Burns explained that they are separate because residents in one Phase cannot access the others. There are a set of rules for Cascades and a set for Brentwood. The rules are the same, except one of the phases has ponds and lake policies. Ms. Burns stated that the standard rule is that residents can't access the different areas. The townhome has a section, and the Cascades have theirs. Ms. Burns stated they will look at Resolution 2024-18 for Cascades. Ms. Burns adjusted the November meeting date due to Thanksgiving. The public hearing date will be on November 20, 2024, at 9:30 am. Ms. Burns asked for a motion to approve the resolution for Cascades.

On MOTION by Ms. Schwenk, seconded by Ms. Roden, with all in favor, Resolution 2024-18 Resetting a Public Hearing on the Adoption of Amenity Rules and Rates (Cascades Phase), was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2024-19 Setting a Public Hearing on the Adoption of Amenity Rules and Rates (Brentwood Phase)

Ms. Burns stated that the public hearing meeting for Resolution 2024-19 will be November 20, 2024 at 9:30 a.m. Ms. Burns asked for a motion to approve.

On MOTION by Ms. Schwenk, seconded by Ms. Roden, with all in favor, Resolution 2024-19 Setting a Public Hearing on the Adoption of Amenity Rules and Rates (Brentwood Phase), was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hancock stated they will get the notices of the public hearings advertised appropriately.

September 3, 2024

Westside Haines City CDD

B. Engineer

Mr. Duncan stated there was nothing to add unless the Board had questions. Ms. Burns indicated there were no questions from the Board.

C. Field Manager's Report

Mr. Blanco stated they had done pond reviews throughout the District. He explained that minor erosion of the dry pond at Phase Two had been identified and repaired. He also stated they reviewed the ponds at Phase Three of the Cascades and Brentwood, Phase Four and Five. They remain ongoing prior to conveyance.

Mr. Blanco said landscaping reviews had been done throughout the District. The Sylvester palms were installed at the Masee Road entrance, and the landscaping beds have been detailed there. FDC Grove/Waterfront Blvd and Big Sur Rd. are at Phase Two. Mr. Blanco said they would continue to review the landscaping throughout the district to ensure it remains in satisfactory condition, trimmed, and healthy.

Mr. Blanco noted that they also reviewed the amenities. The amenity is ongoing, and the construction of the clubhouses at both Cascades and Brentwood has progressed since last month's meeting. Roof framing was completed at the time of review, and the walking trail on Phases Four and Five, Brentwood, was also reviewed. There are a few missing sods, which is something that they're still monitoring. Mr. Blanco stated that they are moving toward conveyance of that area and will continue to review those areas and update the Board as they prepare for the amenities opening procedures.

D. District Manager's Report

i. Approval of Check Register

Ms. Burns presented approval of the check register. She asked for any questions; otherwise, she noted that she was seeking a motion to approve.

On MOTION by Ms. Roden seconded by Ms. Schwenk, with all in favor, the Check Register, was approved.

ii. Balance Sheet & Income Statement

September 3, 2024

Westside Haines City CDD

Ms. Burns stated that financial statements were included in the Board’s package for review. She asked if anyone had any questions. No action was necessary.

EIGHTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

Ms. Burns stated that the October Board meeting was moved from the first week of October to the fourth week of October.

TENTH ORDER OF BUSINESS

Adjournment

Ms. Burns asked for a motion to adjourn.

On MOTION by Ms. Schwenk, seconded by Ms. Henley, the meeting was adjourned.

Jill Burns

Secretary/Assistant Secretary

Signed by:

Rennie Heath

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Chairman/Vice Chairman