

**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 **Wednesday, April 23, 2025**, at 9:30 a.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk
Lindsey Roden
Bobbie Henley
Rob Bonin *by phone*

Vice Chairman
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present were:

Jill Burns
Roy Van Wyk
Meredith Hammock *by Zoom*
Joel Blanco
Chace Arrington *by Zoom*
Joey Duncan *by Zoom*

District Manager, GMS
District Counsel, Kilinski Van Wyk
District Counsel, Kilinski Van Wyk
Field Manager, GMS
Dewberry, District Engineer
Dewberry, District Engineer

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order at 9:48 a.m. and called the roll. Three Supervisors 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 however there were people on the Zoom line.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the March 26,
2025 Board of Supervisors Meeting**

Ms. Burns presented the minutes from the March 26, 2025, Board of Supervisors meeting and asked if there were any questions, comments, or changes. The Board had no changes to the minutes.

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On MOTION by Ms. Henley, seconded by Ms. Roden, with all in favor, the Minutes of the March 26, 2025 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2025-05 Approving the Proposed Fiscal Year 2025/2026 Budget (Suggested Date: July 23, 2025) and Setting the Public Hearing on the Adoption of the Fiscal Year 2025/2026 Budget

Ms. Burns stated the suggested date they have to set the public hearing for adoption is on July 23, 2025. This is the regular scheduled July meeting. She noted they are not proposing any increases to the phases and the budget contemplates keeping the assessment amounts the same. The meeting time will be moved to 9:15 a.m. to allow residents more time to attend.

On MOTION by Ms. Schwenk, seconded by Ms. Henley, with all in favor, Resolution 2025-05 Approving the Proposed Fiscal Year 2025/2026 Budget and Setting the Public Hearing for July 23, 2025 on the Adoption of the Fiscal Year 2025/2026 Budget, was approved.

FIFTH ORDER OF BUSINESS

Consideration and Approval of RFP for Construction Services for Wynnstone Phase 2

Ms. Burns stated they will start the ad on May 1st, they have questions due by May 19th, and the proposals will be ready by June 2nd.

On MOTION by Ms. Roden, seconded by Ms. Henley, with all in favor, the RFP for Construction Services for Wynnstone Phase 2, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Proposals for Vending Machines at Amenity Facilities

- A. Brentwood Amenity Proposal**
- B. Cascades Amenity Proposal**

Ms. Burns stated they received a proposal for add vending machines to the amenity centers. She noted the company will share any revenue they make with the CDD. Mr. Van Wyk noted they will need to have insurance for any accidents the machines may cause. Ms. Burns noted the

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machines will be good to have in the gym. Mr. Heath stated he would like to see a complete agreement with the company before approving. The Board agreed to table this item for a later date.

SEVENTH ORDER OF BUSINESS

Consideration of Proposals for Security Services from Current Demands

A. Brentwood Amenity Proposal

Ms. Burns stated there are two options for Security at the Brentwood Amenity facility: one will be an overnight monitoring system that includes the cameras, and the second option is an overnight monitoring system that will allow the District to have differing hours for each amenity. For example, if they would like the gym to be open at 6:00 a.m., but the pool will not open until 10:00 a.m., they will be able to have the cameras set at the correct opening time. Ms. Burns noted there is only a \$40/a month difference between the options. She added for Brentwood, they will need to think about fencing in the bathrooms.

On MOTION by Ms. Schwenk, seconded by Ms. Henley, with all in favor, the Proposal from Current Demands for Security Services for Brentwood Amenity, was approved.

B. Cascades Amenity Proposal

Ms. Burns stated the Board already approved this; however, this will allow them to have different hours for the amenities at a one-time cost.

On MOTION by Ms. Roden, seconded by Ms. Henley, with all in favor, the Proposal from Current Demands for Security Services for Cascades Amenity, was approved.

EIGHTH ORDER OF BUSINESS

Discussion Pertaining to Resident Concerns Regarding City Ordinance for Street Parking

Ms. Burns stated there is an ordinance in place at Westside Haines City that allows for no street parking at any time, however they are receiving calls from residents stating there are cars parked in the street. Because this ordinance is with the city, Ms. Burns noted this is a police issue and residents should be calling the city. She adds if they would like the CDD to adopt the same ordinance, the CDD will be allowed to tow.

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Mr. Heath noted if they would like to add this, they would need to add “towing” signs across the community. No action was taken, and this item was tabled to a future meeting agenda.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk did not have anything for the board.

B. Engineer

Mr. Arrington had noting additional to report.

C. Field Manager’s Report

Mr. Blanco reviewed the Field Managers Report. He stated they have been conducting Amenity Reviews with Brentwood and Cascades. He noted “CDD” signage have been added to each front entrance gate. He added the pools are clean and the surveillance cameras have been installed in the gym and outside areas. He stated he was made aware of pending construction with Rogers, but he made sure it was completed last week.

Mr. Blanco noted Brentwood is currently behind Cascades, with the dog park and playground area remaining under construction. He added they have finishing filling in the sidewalk at Reservoir Place and the conservation areas have been cleaned up. He made the board aware of the issue with residents throwing trash in the ponds. He stated him and his team have to clean trash out of the ponds at least once a month and he believes this is too often.

Mr. Blanco stated they have been keeping up with the construction of the new phases in each neighborhood. He added the areas in Brentwood have now been sodded, with one area remaining, due to construction of a monument happening. He noted the paper walkway will be finished this week.

i. Consideration of Revised Proposals to Add Chair Lift to Amenity Pools

a) Brentwood Amenity Proposal

b) Cascades Amenity Proposal

Mr. Blanco presented the proposals to the board. He stated these chairs will allow for everyone to be able to enjoy the pool. Ms. Burns stated this will come out of the Reserve Fund.

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On MOTION by Ms. Schwenk, seconded by Ms. Roden, with all in favor, the Revised Proposals to Add Chair Lift to Amenity Pools, was approved.

D. District Manager's Report

i. Approval of Check Register

Ms. Burns presented the check register for Board review. She offered to answer any questions.

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

ii. Balance Sheet & Income Statement

Ms. Burns noted financial statements were included in the agenda package for review. These are for informational purposes only.

TENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments, the next item followed.

TWELFTH ORDER OF BUSINESS

Adjournment

Ms. Burns asked for a motion to adjourn.

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

Jill Burns

Secretary/Assistant Secretary

Signed by:

Rennie Heath

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Chairman/Vice Chairman