

**MINUTES OF MEETING
WESTVIEW SOUTH COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Westview South Community Development District held a Public Hearing and Regular Meeting on August 9, 2023 at 2:00 p.m., at the Hampton Inn & Suites Orlando South Lake Buena Vista, 4971 Calypso Cay Way, Kissimmee, Florida 34746.

Present at the meeting were:

Josh Kalin	Chair
Patrick “Rob” Bonin	Vice Chair
Heather Isaacs	Assistant Secretary
Logan Lantrip	Assistant Secretary
Nora Schuster	Assistant Secretary

Also present were:

Cindy Cerbone	District Manager
Andrew Kantarzhi	Wrathell, Hunt and Associates, LLC (WHA)
Jere Earlywine (via telephone)	District Counsel
Larry Thomas Ray	Interim District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Kantarzhi called the meeting to order at 2:04 p.m.

All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public were present.

THIRD ORDER OF BUSINESS

**Public Hearing on Adoption of Fiscal Year
2023/2024 Budget**

- A. Proofs/Affidavits of Publication**
- B. Consideration of Resolution 2023-40, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2023, and Ending**

September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Kantarzhi pointed out the new “Field Operations-Environmental services” budget line item that was added to the Fiscal Year 2024 budget. Ms. Cerbone stated that, with the Fiscal Year 2023 bond issue being larger than anticipated and another expected for Fiscal Year 2024, it is necessary to amend the Fiscal Year 2023 budget and adjust and add other budget line items to the Fiscal Year 2024 budget.

Mr. Kalin indicated that he informed Ms. Cerbone that, based on the preliminary schedules, October 2024 is the earliest they expect to commence the next bond issuance. Ms. Cerbone stated she will confirm with Mr. Kalin in January 2024 regarding when the next bond issuance is expected.

On MOTION by Ms. Schuster and seconded by Mr. Kalin, with all in favor, the Public Hearing was opened.

No members of the public were present.

On MOTION by Ms. Schuster and seconded by Mr. Lantrip, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Kalin and seconded by Ms. Isaacs, with all in favor, Resolution 2023-40, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Consideration of Fiscal Year 2023/2024 Budget Funding Agreement

On MOTION by Ms. Schuster and seconded by Mr. Kalin, with all in favor, the Fiscal Year 2023/2024 Budget Funding Agreement with LT Westview, LLC, and authorizing the Chair or Vice Chair to execute, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2023-41, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning October 1, 2022 and Ending September 30, 2023; and Providing for an Effective Date

Ms. Cerbone presented Resolution 2023-41. The Fiscal Year 2023 budget is being amended to add the new “Field Operations-Environmental services” line item and \$100,000 associated cost related to the Bio-Tech Consulting, Inc. (Bio-Tech) Agreement, along with a minor adjustment to the Management fees. She received the executed Agreement from Bio-Tech and Field Operations Staff will coordinate with them on site to ensure any deliverables are delivered sooner rather than later.

Mr. Kalin asked if the contract is larger than this cost, which is pro-rated for only tasks that will occur in Fiscal Year 2023. Ms. Cerbone and Mr. Kantarzhi replied affirmatively.

On MOTION by Mr. Kalin and seconded by Mr. Bonin, with all in favor, Resolution 2023-41, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning October 1, 2022 and Ending September 30, 2023; and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of CDD HOA Maintenance Agreement

Ms. Cerbone stated that the intent is to defer this item and for it to remain as a bookmark on the agenda until the HOA is fully operational.

Mr. Kalin stated that the Boulevard, the main spine road, will be the first area that the CDD will need to maintain; he will want to initiate the Agreement at the end of 2023, if the HOA has staff in place.

SEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of June 30, 2023

On MOTION by Mr. Kalin and seconded by Mr. Bonin, with all in favor, Unaudited Financial Statements as of June 30, 2023, were accepted.

EIGHTH ORDER OF BUSINESS

Approval of Minutes

- A. June 26, 2023 Public Hearing and Regular Meeting**
- B. July 27, 2023 Continued Public Hearing and Regular Meeting**

On MOTION by Mr. Kalin and seconded by Mr. Lantrip, with all in favor, the June 26, 2023 Public Hearing and Regular Meeting and July 27, 2023 Continued Public Hearing and Regular Meeting Minutes, as presented, were approved.

NINTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: Kutak Rock LLP**

Mr. Earlywine stated his office is working to ensure the utility turnovers are completed and the site work contracts are finalized.

- B. District Engineer (Interim): Atwell, LLC**

There was no report.

Regarding transitioning Atwell, LLC, as District Engineer, Ms. Cerbone asked if the designation can proceed, instead of incurring costs to readvertise, given there were no responses to the original Request for Qualifications (RFQ) for Engineering Services. Mr. Earlywine provided a suggestions while he continues his research on the Rules of Procedure.

On MOTION by Mr. Kalin and seconded by Mr. Bonin, with all in favor, accepting Atwell, LLC as the sole respondent to the Request for Qualifications (RFQ) for Engineering Services and awarding the contract for Project Engineering Services to Atwell, LLC, subject to District Counsel confirmation that there are no issues; otherwise, authorizing Staff to readvertise the Request for Qualifications (RFQ) for Engineering Services and Competitive Selection Criteria, was approved.

- C. District Manager: Wrathell, Hunt and Associates, LLC**

- **0 Registered Voters in District as of April 15, 2023**
- **NEXT MEETING DATE: September 13, 2023 at 2:00 PM**
 - **QUORUM CHECK**

Discussion ensued regarding assignment of POD B and the Lift Station and acquisition of the Pod A and 1A improvements as possible topics on the next agenda.

The next meeting will be on September 13, 2023, unless cancelled. A decision will be made closer to the meeting date.

TENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

ELEVENTH ORDER OF BUSINESS

Public Comments

No members of the public were present.

TWELFTH ORDER OF BUSINESS

Adjournment

<p>On MOTION by Ms. Isaacs and seconded by Mr. Kalin, with all in favor, the meeting adjourned at 2:28 p.m.</p>
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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair