

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

The Board of Supervisors of the Westview South Community Development District held a Regular Meeting on June 12, 2024 at 2:00 p.m., or as soon thereafter as the matter may be heard, at the Hampton Inn & Suites Orlando South Lake Buena Vista, 4971 Calypso Cay Way, Kissimmee, Florida 34746.

**Present were:**

Josh Kalin  
Gaylon Barcom  
Susan Kane  
Patrick "Rob" Bonin  
Logan Lantrip

Chair  
Vice Chair  
Assistant Secretary  
Assistant Secretary  
Assistant Secretary

**Also present:**

Cindy Cerbone  
Andrew Kantarzhi (via telephone)  
Antonio Shaw  
Jere Earlywine (via telephone)  
Larry Ray

District Manager  
Wrathell, Hunt and Associates LLC (WHA)  
Wrathell, Hunt and Associates LLC (WHA)  
District Counsel  
District Engineer

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 2:21 p.m. All Supervisors were present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Consideration of Resolution 2024-04, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing for an Effective Date**

Ms. Cerbone presented Resolution 2024-04. She discussed the Field Operations estimates and stated that Mr. Mark McDonald, Mr. Kalin, Mr. Kantarzhi and Mr. Shaw worked on the Field Operations portion of the proposed Fiscal Year 2025 budget further.

Ms. Cerbone stated that, currently, the Property Appraiser does not show any platted lots so they cannot be put on roll now but, if they are platted before the budget is adopted, the adjustment can be made before adopting the Fiscal Year 2025 budget. As such, assessments will be off roll and there will be a Landowner contribution.

Ms. Cerbone reviewed the proposed Fiscal Year 2025 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2024 budget, and explained the reasons for any changes.

Discussion ensued regarding how the Field Operations expenses amounts were estimated/determined.

Regarding landscape and irrigation, Ms. Cerbone stated that, since the cost will exceed \$195,000, the CDD must go through the Request for Proposals (RFP) process. Later in the meeting, the Board will consider commencing the RFP process for Landscape & Irrigation Maintenance. The timing of implementing the RFP is open.

Ms. Cerbone discussed the General and Debt Service portions of the assessments and how the assessments are broken down by product types/sizes, areas, etc.

Ms. Cerbone noted that the proposed Fiscal Year 2025 budget includes a Landowner contribution, which is necessary to keep assessments at the rate reflected; if the Landowner contribution is removed, the assessments will increase, accordingly.

Ms. Cerbone explained the Mailed Notice process for notifying property owners that assessments are being imposed. In future years, the Mailed Notice will only be necessary if assessments are increasing beyond the amount stated in the prior notice.

**On MOTION by Ms. Kane and seconded by Mr. Barcom, with all in favor, Resolution 2024-04, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law on August 14, 2024 at 2:00 p.m., at the Hampton Inn & Suites Orlando South Lake Buena Vista, 4971 Calypso Cay Way, Kissimmee, Florida 34746; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing for an Effective Date, was adopted.**

**FOURTH ORDER OF BUSINESS****Consideration of Deficit Funding Agreement**

Ms. Cerbone presented the Deficit Funding Agreement. The following change was made: Page 1 and wherever necessary: Delete all references to "Taylor Morrison of Florida, Inc."

**On MOTION by Mr. Kalin and seconded by Mr. Barcom, with all in favor, the Deficit Funding Agreement, as amended, was approved.**

**FIFTH ORDER OF BUSINESS****Update: Maintenance Carve Out**

Mr. Earlywine stated that this is related to the area along the southern boundary by the entry. Splitting some of the tracts was previously discussed.

Discussion ensued regarding whether there is any urgency to get this determined.

It was determined that the swale adjacent to the wetlands needs to be carved out and should be maintained by the CDD, as the CDD has an obligation to maintain wetlands; therefore, the CDD should have access. The direction should be to pivot from carving out any HOA tracts at the entrance; those should be left with the townhomes' HOA.

Discussion ensued regarding maintenance, how to carve out the areas, whether an Easement Agreement will work, the impact on the wetland permit, whether it is possible to transfer the permit, etc.

Mr. Kalin and the District Engineer will obtain a survey to determine the legal description and then work on conveyance to the CDD from the HOA can occur.

**SIXTH ORDER OF BUSINESS****Authorization of RFP for Landscape & Irrigation Maintenance**

Ms. Cerbone presented the Request for Proposals (RFP) for Landscape & Irrigation Maintenance. Mr. Mark McDonald and Mr. Kalin will work with Staff on timing of the RFP and on the Evaluation Ranking Criteria. It was noted that the Landscape Architect can be consulted so long as they are not a potential bidder on the project.

**On MOTION by Mr. Kalin and seconded by Mr. Lantrip, with all in favor, authorizing CDD Staff to prepare the RFP for Landscape & Irrigation Maintenance and to work with others in that regard and on the timing of advertising the RFP, was approved.**

**SEVENTH ORDER OF BUSINESS****Ratification Items**

Ms. Cerbone presented the following:

- A. Ferguson Waterworks Change Orders [POD B Spine Road]**
  - I. No. 1: Additional Incidental Items**
  - II. No. 2: HDPE Pipe BL Stripe, Additional Fittings, Electric Sleeves**
  - III. No. 3: Irrigation Sleeve**
  - IV. No. 4: Additional Electrical Sleeves**
- B. Fortiline Waterworks Change Orders [POD B Spine Road - N2A2B]**
  - I. No. 1: Wrapid Seal and Added Sanitary Material**
  - II. No. 2: Hydrant Material Needed for Planned Quantity Missing from Original PO Quote**
  - III. No. 3: Additional Sewer Pipe, Additional Conduit, Additional Irrigation**
  - IV. No. 4: Additional Incidental Item Line**
  - V. No. 8: Sanitary Double Service Material Needed for Planned Quantity Missing from Original PO Quote, Stom Drain Basin Material True-up**
  - VI. No. 11: Additional Material Needed Per Plans Revision Dated 4.8.24**
- C. Jr. Davis Construction Company, Inc. Change Orders [Pod B]**
  - I. No. 12: Storm Changes**
  - II. No. 13: Changes Related to Dewatering Off Site**
  - III. No. 15: Demo Exist Yd Install**
- D. Mack Concrete Industries, Inc. Change Orders [POD B Spine Road]**
  - I. No. 1: Str. #D155 Omitted and Str. #D85 Revised to Type 6 Inlet, Error on Original Quote – Add Three Control Structures**
  - II. No. 2: N2A2B Portion – Quote # QF66312 9/25/2023**
  - III. No. 3: Sewer Extension into N4, Storm Changes into N4**
  - IV. No. 4: Additional Storm Structures per Plan Rev. 20**

- V. No. 6: Per RFI 45 – Plan Revision
- VI. No. 7: Per RFI 52 – Added MH
- E. Hydro Conduit, LLC d/b/a Rinker Materials Change Order [POD B Spine Road]
  - I. No. 1: Additional Material for Portion N-2A & 2B
  - II. No. 2: Plan Revision – Additional Material, Plan Revision – Reduction of Material

**On MOTION by Ms. Kane and seconded by Mr. Kalin, with all in favor, the Ratification Items, as listed, were ratified.**

#### **EIGHTH ORDER OF BUSINESS**

#### **Consideration of Resolution 2024-07, Electing and Removing Officers of the District and Providing for an Effective Date**

Ms. Cerbone presented Resolution 2024-07. Ms. Kane nominated the following:

Chair	Josh Kalin
Vice Chair	Patrick “Rob” Bonin
Assistant Secretary	Susan Kane
Assistant Secretary	Logan Lantrip
Assistant Secretary	Gaylon Barcom
Assistant Secretary	Andrew Kantarzhi

No other nominations were made.

This Resolution removes the following from the Board:

Assistant Secretary	Heather Isaacs
Assistant Secretary	Nora Schuster

The following prior appointments to the Board remain unaffected by this Resolution:

Secretary	Craig Wrathell
Assistant Secretary	Cindy Cerbone
Treasurer	Craig Wrathell
Assistant Treasurer	Jeff Pinder

**On MOTION by Ms. Kane and seconded by Mr. Barcom, with all in favor, Resolution 2024-07, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.**

**NINTH ORDER OF BUSINESS****Acceptance of Unaudited Financial Statements as of April 30, 2024**

**On MOTION by Mr. Barcom and seconded by Mr. Kalin, with all in favor, the Unaudited Financial Statements as of April 30, 2024, were accepted.**

**TENTH ORDER OF BUSINESS****Approval of May 8, 2024 Regular Meeting Minutes**

Ms. Cerbone presented the May 8, 2024 Regular Meeting Minutes.

**On MOTION by Mr. Kalin and seconded by Mr. Barcom, with all in favor, the May 8, 2024 Regular Meeting Minutes, as presented, were approved.**

**ELEVENTH ORDER OF BUSINESS****Staff Reports****A. District Counsel: Kutak Rock, LLP**

Mr. Earlywine asked about the status of bond issuance. A Board Member stated that it will likely be closer to early Fiscal Year 2025, meaning sometime after October 1, 2024.

**B. District Engineer: Atwell, LLC**

There was no report.

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

- **Status Report – Field Operations**

Mr. Shaw reported that the trash in the swale that is coming from the dumpsters was cleaned up but it came right back. The HOA team said it will increase the service; he will monitor the situation before having it cleaned up again. Ms. Cerbone stated, since it is HOA trash blowing into the HOA swale, it is an HOA matter, for now.

- **Registered Voters in District as of April 15, 2024**

- **Osceola County: 0**
- **Polk County: 11**

Mr. Lantrip and Mr. Kalin were directed to complete Form 8B, which will be kept on file for use when necessary. Mr. Cerbone read Form 8B, which states, as follows:

"I am a member of the Board of Supervisors of the Westview South West Community Development District created under Chapter 190, Florida Statutes, and I am a principal, employee and/or business associate, or relative, of a landowner in the District. Decisions potentially affecting the landowner may come before the Board from time to time. Pursuant to Section 112.3143(3)(b), and 190.007(1), Florida Statutes, I understand that I do not have a conflict of interest when voting on such matters, and that I am not prohibited from voting on such matters. That said, I am filing this disclosure of voting conflict in an abundance of caution, and to follow the procedures required by section 112.3143, Florida Statutes, and for the duration of my term and any subsequent terms."

It was noted that Form 8B will be noted and attached to specific meeting minutes only when necessary to disclose a conflict of interest.

- **NEXT MEETING DATE: July 10, 2024 at 1:30 PM**
  - **QUORUM CHECK**

The next meeting will be on July 10, 2024, unless cancelled.

#### **TWELFTH ORDER OF BUSINESS**

#### **Board Members' Comments/Requests**

There were no Board Members' comments or requests.

#### **THIRTEENTH ORDER OF BUSINESS**

#### **Public Comments**

No members of the public spoke.

#### **FOURTEENTH ORDER OF BUSINESS**

#### **Adjournment**

**On MOTION by Mr. Barcom and seconded by Mr. Kalin, with all in favor, the meeting adjourned at 3:15 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair