

**MINUTES OF MEETING
BELLAVIVA AT WESTSIDE
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Bellaviva at Westside Community Development District held a Regular Meeting on May 27, 2025 at 11:00 a.m., at the Hampton Inn & Suites, 4971 Calypso Cay Way, Kissimmee, Florida 34746.

Present:

Steve McConn
Steve White
Jeff Myers

Chair
Assistant Secretary
Assistant Secretary

Also present:

Kristen Suit
Jordan Lansford
Meredith Hammock (via telephone)
Steven Reisner (via telephone)
Oscar Trujillo
Jorge Miranda (via telephone)

District Manager
Wrathell Hunt and Associates LLC
District Counsel
Kilinski | Van Wyk PLLC
Empire Property Management
Empire Property Management

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 11:03 a.m. Supervisors McConn, Myers and White were present. Supervisors Dare and Reid were absent.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Supervisors, Jeff Myers [Seat 3], Stephen McConn [Seat 4], Steve White [Seat 5] (the following will be provided under separate cover)

Ms. Suit, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Jeff Myers, Stephen McConn and Steve White. All are familiar with the following:

- A. Updates and Reminders: Ethics Training for Special District Supervisors and Form 1
- B. Membership, Obligations and Responsibilities
- C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
- D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2025-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date

Ms. Suit presented Resolution 2025-01. The Landowners' Election results were as follows:

Seat 3	Jeff Myers	155 Votes	4-year Term
Seat 4	Stephen McConn	155 Votes	4-year Term
Seat 5	Stephen White	154 Votes	2-year Term

On MOTION by Mr. McConn and seconded by Mr. Myers, with all in favor, Resolution 2025-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Acceptance of Resignation of Aaron Reid [Seat 2]

On MOTION by Mr. McConn and seconded by Mr. Myers, with all in favor, the resignation of Aaron Reid from Seat 2, was accepted.

SIXTH ORDER OF BUSINESS

Consideration of Appointment to Fill Unexpired Term of Seat 2; Term Expires November 2026

Mr. McConn nominated Steve Feccia to fill Seat 2. No other nominations were made.

On MOTION by Mr. McConn and seconded by Mr. Myers, with all in favor, the appointment of Steve Feccia to Seat 2, was approved.

- **Administration of Oath of Office**

The Oath of Office will be administered to Steve Feccia at or before the next meeting.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2025-02,
Electing and Removing Certain Officers of
the District and Providing for an Effective
Date**

Ms. Suit presented Resolution 2025-02. Mr. McConn nominated the following:

Stephen McConn	Chair
Casey Dare	Vice Chair
Steve White	Assistant Secretary
Jeff Myers	Assistant Secretary
Jordan Lansford	Assistant Secretary

No other nominations were made.

This Resolution removes the following from the Board:

James Makransky	Assistant Secretary
Aaron Reid	Assistant Secretary
Clifton Fischer	Assistant Secretary

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

Craig Wrathell	Secretary
Kristen Suit	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Secretary

On MOTION by Mr. McConn and seconded by Mr. Myers, with all in favor, Resolution 2025-02, Electing, as nominated, and Removing Certain Officers of the District and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS**Consideration of FY2026 Proposed Budget Resolutions**

- A. Resolution 2025-03, Approving a Proposed Budget for Fiscal Year 2026 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date [No O&M Assessment Increase]**

Ms. Suit presented Resolution 2025-01. She reviewed the proposed Fiscal Year 2026 budget, highlighting increases, decreases and adjustments to the line items, compared to the Fiscal Year 2025 budget, and explained the reasons for any changes.

On MOTION by Mr. McConn and seconded by Mr. Myers, with all in favor, Resolution 2025-03, Approving a Proposed Budget for Fiscal Year 2026 and Setting a Public Hearing Thereon Pursuant to Florida Law for August 26, 2025 at 11:00 a.m., at the Hampton Inn & Suites, 4971 Calypso Cay Way, Kissimmee, Florida 34746; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date [No O&M Assessment Increase], was adopted.

- B. Resolution 2025-03, Declaring Special Assessments to Fund the Proposed Budget Pursuant to Chapters 190, 197, and/or 170, Florida Statutes; Setting Public Hearings; Addressing Publication; Addressing Severability; and Providing an Effective Date [O&M Assessment Increase]**

The Board selected Option A.

NINTH ORDER OF BUSINESS**Consideration of Resolution 2025-04, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning October 1, 2023 and Ending September 30, 2024; and Providing for an Effective Date**

Ms. Suit presented Resolution 2025-04. This is necessary because expenses exceeded budget; this will help avoid a finding in the annual audit.

On MOTION by Mr. McConn and seconded by Mr. Myers, with all in favor, Resolution 2025-04, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning October 1, 2023 and Ending September 30, 2024; and Providing for an Effective Date, was adopted.

TENTH ORDER OF BUSINESS**Consideration of Weber Environmental Services, LLC Proposals****A. Landscape Maintenance Contract for Bellaviva at Westside CDD and Amenity Center**

It was noted that the Landscape Maintenance Contract will go out to bid.

Discussion ensued regarding whether this Agreement/Contract adds the amenities or if it is just for the 3% increase.

This item was deferred.

B. Sabal Palm Replacement

On MOTION by Mr. McConn and seconded by Mr. Myers, with all in favor, the Weber Environmental Services, LLC Proposal for Sabal Palm Replacement, in the amount of \$725, was approved.

C. Palm Trimming

On MOTION by Mr. McConn and seconded by Mr. Myers, with all in favor, the Weber Environmental Services, LLC Proposal for Palm Trimming, in the amount of \$4,775, was approved.

ELEVENTH ORDER OF BUSINESS**Consideration of Resolution 2025-05, Adopting the Annual Meeting Schedule for Fiscal Year 2025/2026; and Providing for an Effective Date**

Ms. Suit presented Resolution 2025-05.

On MOTION by Mr. McConn and seconded by Mr. Myers, with all in favor, Resolution 2025-05, Adopting the Annual Meeting Schedule for Fiscal Year 2025/2026; and Providing for an Effective Date, was adopted.

TWELFTH ORDER OF BUSINESS**Consideration of Resolution 2025-06, Approving the Florida Statewide Mutual**

**Aid Agreement; Providing for Severability;
and Providing for an effective Date**

Ms. Suit presented Resolution 2025-06. She discussed the benefits of the Agreement and noted that the CDD would more likely be the recipient of aid from other governmental entities than a provider of aid. This Agreement was previously approved and is being presented due to some updates to the Agreement.

On MOTION by Mr. McConn and seconded by Mr. Myers, with all in favor, Resolution 2025-06, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an effective Date, was adopted.

THIRTEENTH ORDER OF BUSINESS**Ratification Items**

- A. Guardian Access Solutions**
 - I. Wireless Connectivity Service Agreement**
 - II. Remote Annual Programming Agreement for Standard Software Systems**
- B. Weber Environmental Services, LLC**
 - I. Additional Services Order for Irrigation Maintenance Services**
 - II. Invoice Number 99387 [Hurricane Milton Cleanup]**

On MOTION by Mr. McConn and seconded by Mr. Myers, with all in favor, the Guardian Access Solutions Wireless Connectivity Service Agreement, in the initial amount of \$1,130 plus \$120 monthly; and the Remote Annual Programming Agreement for Standard Software Systems, in the amount of \$700; and the Weber Environmental Services, LLC Additional Services Order for Irrigation Maintenance Services, in the amount of \$14,762.92; and Invoice Number 99387 for Hurricane Milton Cleanup, in the amount of \$18,532, were ratified.

FOURTEENTH ORDER OF BUSINESS**Acceptance of Unaudited Financial
Statements as of April 30, 2025**

On MOTION by Mr. McConn and seconded by Mr. Myers, with all in favor, the Unaudited Financial Statements as of April 30, 2025, were accepted.

FIFTEENTH ORDER OF BUSINESS**Approval of Minutes**

- A. September 24, 2024 Regular Meeting
- B. November 5, 2024 Landowners' Meeting

On MOTION by Mr. McConn and seconded by Mr. White, with all in favor, the September 24, 2024 Regular Meeting Minutes and the November 5, 2024 Landowners' Meeting Minutes, both as presented, were approved.

SIXTEENTH ORDER OF BUSINESS**Staff Reports**

- A. District Counsel: Kilinski | Van Wyk, PLLC

Ms. Kilinski reminded the Board Members to complete the required four hours of ethics training by December 31, 2025.

- B. District Engineer: Poulos and Bennett, LLC
- C. Property Manager: Empire Management

There were no District Engineer or Property Manager reports.

- D. District Manager: Wrathell, Hunt and Associates, LLC

- NEXT MEETING: June 24, 2025 at 11:00 AM
 - QUORUM CHECK

The June 24, 2025 meeting will be canceled.

SEVENTEENTH ORDER OF BUSINESS**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

EIGHTEENTH ORDER OF BUSINESS**Public Comments**

No members of the public spoke.

NINETEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. McConn and seconded by Mr. Myers, with all in favor, the meeting adjourned at 11:23 a.m.



Secretary/Assistant Secretary



Chair/Vice Chair