



Rizzetta & Company

# **Westridge Community Development District**

---

**Board of Supervisors'  
Meeting  
November 30, 2023**

**District Office:  
8529 South Park Circle, Suite 330  
Orlando, Florida 32819  
407.472.2471**

**[www.westridgecdd.org](http://www.westridgecdd.org)**

**WESTRIDGE**  
**COMMUNITY DEVELOPMENT DISTRICT**  
[www.westridgecdd.org](http://www.westridgecdd.org)

Tom Fellows Community Center, 207 North Blvd W, Davenport, FL 33837

**Board of Supervisors**

Nora Schuster	Chairperson
James Jones	Vice Chairman
Susan Kane	Assistant Secretary
Janice Stradley	Assistant Secretary
Chris Brown	Assistant Secretary

**District Manager**

Brian Mendes	Rizzetta & Company, Inc.
--------------	--------------------------

**District Counsel**

Scott Clark	Clark & Albaugh
-------------	-----------------

**District Engineer**

Mark E. Wilson	Kimley-Horn
----------------	-------------

**All cellular phones must be placed on mute while in the meeting room.**

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (407) 472-2471. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

# WESTRIDGE COMMUNITY DEVELOPMENT DISTRICT

District Office · Orlando, Florida · (904) 436-6270  
Mailing Address · 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614  
[www.westridgecdd.org](http://www.westridgecdd.org)

Board of Supervisors  
Westridge Community  
Development District

November 22, 2023

## FINAL AGENDA

Dear Board Members:

The meeting of the Board of Supervisors of the Westridge Community Development District will be held on **November 30, 2023, at 2:00 p.m.** at **Polk County Sheriff's Office Northeast District at 1100 Dunson Road, Davenport, FL 33896.**

1. **CALL TO ORDER/ROLL CALL**
2. **AUDIENCE COMMENTS ON AGENDA ITEMS**
3. **BUSINESS ADMINISTRATION**
  - A. Consideration of the Minutes of the special Board of Supervisors' Meeting held on October 26, 2023.....Tab 1
  - B. Ratification of Operation and Maintenance Expenditures for August & September 2023.....Tab 2
4. **STAFF REPORTS (Part 1 of 2)**
  - A. Landscape Manager.....Tab 3
    - 1.) Floralawn Landscape Quality Inspection Report, dated November 20, 2023
5. **BUSINESS ITEMS**
  - A. Discussion of Parking Rules & Procedures
  - B. Consideration of Proposals for Painting No Parking Areas.....Tab 4
6. **STAFF REPORTS (Part 2 of 2)**
  - A. District Counsel
  - B. District Engineer
    - 1.) Update on Irrigation
    - 2.) Consideration of Proposal for Redevelopment of Irrigation Area into Parking Facility
  - C. District Manager
    - 1.) Update on Radar Signs
    - 2.) 4-way Stop Sign Project
    - 3.) Update on School Sign
    - 4.) Duke Light Pole Installation
7. **SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**
8. **ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (407) 472-2471.

Yours kindly,

*Brian Mendes*

District Manager

**TAB 1**

---

---

**MINUTES OF MEETING**

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**WESTRIDGE COMMUNITY DEVELOPMENT DISTRICT**

The special meeting of the Board of Supervisors of the **Westridge Community Development District** was held on **October 26, 2023**, at **2:00 p.m.** at **Tom Fellows Community Center at 207 North Blvd West, Davenport, FL 33837**.

Present and constituting a quorum:

Nora Schuster	<b>Board Supervisor, Chairperson</b>
James Jones	<b>Board Supervisor, Vice Chairman</b>
Chris Brown	<b>Board Supervisor, Assistant Secretary</b>
Susan Kane	<b>Board Supervisor, Assistant Secretary</b>
Janice Stradley	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Brian Mendes	<b>District Manager, Rizzetta &amp; Company</b>
Scott Clark	<b>District Counsel, Clark &amp; Albaugh, LLC</b>

Audience members present.

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Mendes called the meeting to order and read the roll at 2:01 p.m.

**SECOND ORDER OF BUSINESS**

**Audience Comments on the Agenda Items**

Residents inquired on parking.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the Board of Supervisors' Meeting held on September 28, 2023**

On a motion by Ms. Schuster, seconded by Ms. Kane, with all in favor, the Board of Supervisors approved the minutes of meeting held on September 28, 2023, for Westridge Community Development District.

**FOURTH ORDER OF BUSINESS**

**Staff Reports (Part 1 of 2)**

**A. Landscape Manager**

Nothing has been turned over from District Engineer. This is major. Mr. Wilson needs to turn over as built ASAP.

Ms. Schuster inquires if we can re-hook the capped irrigation.

Ms. Stradley inquires on light pole on Tierra Del Sol and reach out to Duke for install.

**FIFTH ORDER OF BUSINESS**

**Ratification of the Floralawn Disaster Relief Proposal**

On a motion by Mr. Brown, seconded by Ms. Kane, with all in favor, the Board of Supervisors ratified the Floralawn Disaster Relief proposal, for Westridge Community Development District.

**SIXTH ORDER OF BUSINESS**

**Discussion on Painting Fire Hydrants & No Parking Areas**

Mr. Mendes presented the topic.

Ms. Kane inquires if District Engineer can suggest pond to become parking lot.

Mr. Jones commented on parking inconvenience.

There was a request to amend parking rules.

**SEVENTH ORDER OF BUSINESS**

**Discussion of 4-Way Stop Sign**

Tierra Del Sol and La Verde Lane

Tierra Del Sol and Bella Vista

Stop sign on intersection of Bella Vista and Verde Way.

On a motion by Mr. Brown, seconded by Ms. Stradley, with all in favor, the Board of Supervisors approved to install 4-way stop signs, for Westridge Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports (Part 2 of 2)**

**A. District Counsel**

Mr. Clark briefs the Board and discusses on conversation with Davenport Police patrolling in the community.

The police department would help enforce parking throughout the community that have signs.

**B. District Engineer**

**C. District Manager**

**1.) Discussion of Install of Traffic Signs**

Will send Rizzetta Agreement to the Board of Supervisors.

Mr. Mendes presents to the Board to prolong enforcement of towing.

The Board discusses on this matter.

All Board members discuss on this topic and safety issues it poses.

**2.) Towing Updates**

District Manager is to work with Bolton on adjusted hours for holidays, November 12<sup>th</sup> – 26<sup>th</sup> and December 17<sup>th</sup> – January 2<sup>nd</sup>.

On a motion by Mr. Jones, seconded by Ms. Stradley, with 4 in favor, opposed by Mr. Brown, the Board of Supervisors approved overnight towing until December 1<sup>st</sup> with a 10:00 p.m. ban, for Westridge Community Development District.

On a motion by Mr. Brown, seconded by Ms. Schuster, with all in favor, the Board of Supervisors approved adjusted towing hours for the holidays, for Westridge Community Development District.

**NINTH ORDER OF BUSINESS**

**Audience Comments & Supervisor Requests**

**AUDIENCE COMMENTS**

Audience members all discuss parking issues.

**SUPERVISOR REQUESTS**

Ms. Kane commends summary emails.

Dan will coordinate with District Manager to communicate with Bolton on new operations.

**TENTH ORDER OF BUSINESS**

**Adjournment**

On a motion by Ms. Schuster, seconded by Mr. Brown, with all in favor, the Board of Supervisors adjourned the meeting at 5:01 p.m., for Westridge Community Development District.



157  
158  
159  
160  
161  
162  
163  
164  
165  
166  
167  
168  
169  
170  
171  
172  
173  
174  
175  
176  
177  
178  
179  
180  
181  
182  
183  
184  
185  
186  
187  
188  
189  
190  
191  
192  
193

Assistant Secretary

Chairman/Vice Chairman

## TAB 2

# **WESTRIDGE COMMUNITY DEVELOPMENT DISTRICT**

---

DISTRICT OFFICE · ORLANDO, FL 32819

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

WWW.WESTRIDGECDD.ORG

## **Operation and Maintenance Expenditures August 2023 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from August 1, 2023 through August 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$33,907.72**

Approval of Expenditures:

---

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

# Westridge Community Development District

## Paid Operation & Maintenance Expenses

August 1, 2023 Through August 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Aman Hospitality, LLC	100093	Board Meeting 07/31/23	Room Rental for Board Meeting 07/31/23	\$ 350.00
Bolton's Towing Service Inc.	100095	1061	14 Signs 03/23	\$ 700.00
Clark, Albaugh & Rentz, LLP	100094	18460	Legal Services 07/23	\$ 2,902.50
Duke Energy	EFT	9100 8743 4190 06/23 Autopay 650	Electric Services 06/23	\$ 2,616.94
Duke Energy	EFT	9101 4198 6868 07/23 Autopay 650	Electric Services 07/23	\$ 2,919.67
Floralawn, Inc.	100092	19971	Landscape Maintenance 08/23	\$ 5,895.00
Floralawn, Inc.	100097	20082	Tree Replacement 08/23	\$ 3,261.30
James R Jones	100098	JJ082423	Board of Supervisors Meeting 08/24/23	\$ 200.00
Janice A Stradley	100099	JS082423	Board of Supervisors Meeting 08/24/23	\$ 200.00
Kimley-Horn and Associates, Inc.	100100	049875001-0723	Engineering Services 07/23	\$ 1,974.10
Polk County Property Appraiser	100101	4652035	Admin Fees 08/23	\$ 7,824.13

# Westridge Community Development District

## Paid Operation & Maintenance Expenses

August 1, 2023 Through August 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta & Company, Inc.	100091	INV0000082267	District Management Fees 08/23	\$ 3,760.50
The Ledger / News Chief/ CA Florida Holdings, LLC	100096	5748453	Account #536776 Legal Advertising 07/23	\$ 1,303.58
<b><u>Report Total</u></b>				<b><u>\$ 33,907.72</u></b>

# WESTRIDGE COMMUNITY DEVELOPMENT DISTRICT

---

DISTRICT OFFICE · ORLANDO, FL 32819

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

WWW.WESTRIDGECDD.ORG

## **Operation and Maintenance Expenditures September 2023 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2023 through September 30, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$65,105.87**

Approval of Expenditures:

---

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

# Westridge Community Development District

## Paid Operation & Maintenance Expenses

September 1, 2023 Through September 30, 2023

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Christopher Brown	100105	CB062223	Board of Supervisors Meeting 06/22/23	\$ 200.00
Christopher Brown	100105	CB082423	Board of Supervisors Meeting 08/24/23	\$ 200.00
Clark, Albaugh & Rentz, LLP	100103	18490	Legal Services 08/23	\$ 2,892.50
Duke Energy	20230901-1	9100 8743 4190 07/23 Autopay	Electric Services 07/23	\$ 2,616.94
Duke Energy	20230907-1	9101 4198 6868 08/23 Autopay	Electric Services 08/23	\$ 2,919.57
Egis Insurance Advisors, LLC	100108	19185	Florida Insurance Alliance Policy #100120232 FY 23/24	\$ 5,987.00
Egis Insurance Advisors, LLC	100109	19692	Policy #WC100122232 10/01/23 - 10/01/24	\$ 850.00
Floralawn, Inc.	100104	20561	Landscape Maintenance 09/23	\$ 5,895.00
Floralawn, Inc.	100106	20813	Tree Trimming 09/23	\$ 11,172.00
Floralawn, Inc.	100106	20814	Tree Trimming 09/23	\$ 15,071.00
Floralawn, Inc.	100106	20815	Fence Line Clean Up 09/23	\$ 12,236.00

## Westridge Community Development District

### Paid Operation & Maintenance Expenses

September 1, 2023 Through September 30, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta & Company, Inc.	100102	INV0000083251	District Management Fees 09/23	\$ 3,760.50
The Ledger / News Chief/ CA Florida Holdings, LLC	100107	5816044	Account #536776 Legal Advertising 08/23	<u>\$ 1,305.36</u>
<b><u>Report Total</u></b>				<b><u>\$ 65,105.87</u></b>



**TAB 3**

# West Ridge CDD 11/20/23

Quality Inspection

Monday, November 20, 2023

Prepared For West Ridge CDD

**3 Issues Identified**

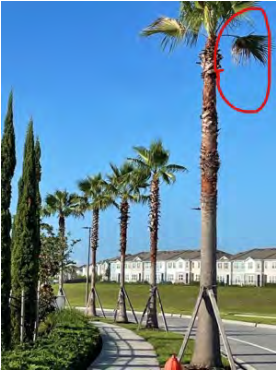




### Issue 1

Assigned To Board Meeting

---



### Issue 2

Assigned To Board Meeting

Browning on palm fronds. I have currently reached out to our horticultural department for some answers.

---



### Issue 3

Assigned To Board Meeting

---

**TAB 4**

# ESTIMATE



## Prepared For

Westridge CDD  
3434 Colwell Suite 200  
Tampa, Florida 33614  
(407) 472-2741

## HP Home Maintenance Solutions LLC

2812 Shelburne Way  
Saint Cloud , Florida 34772  
Phone: (407) 412-3731  
Email: hphomemaintenancesolutions@gmail.com  
Web: Www.hphomemaintenancesolutions.com

Estimate # 86  
Date 11/21/2023

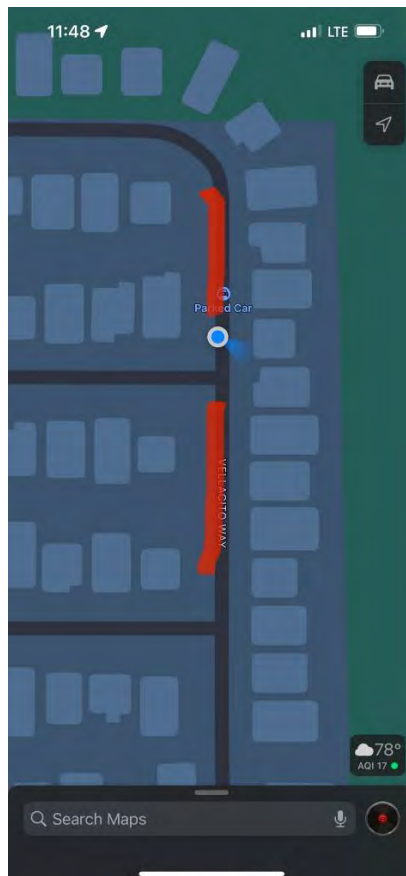
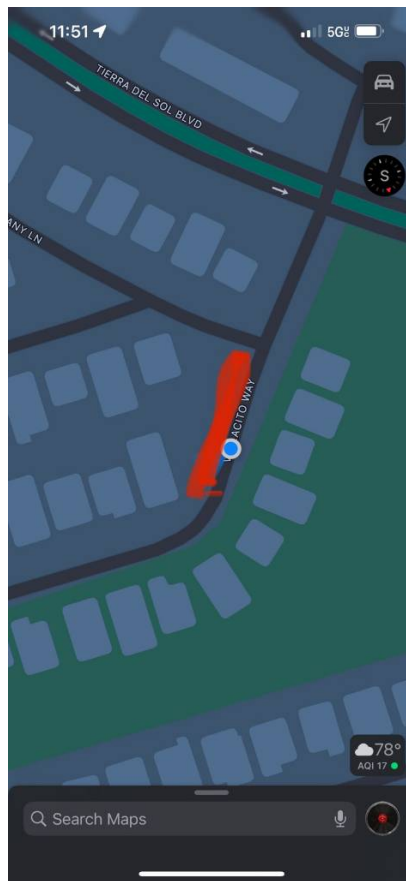
Description	Total
-------------	-------

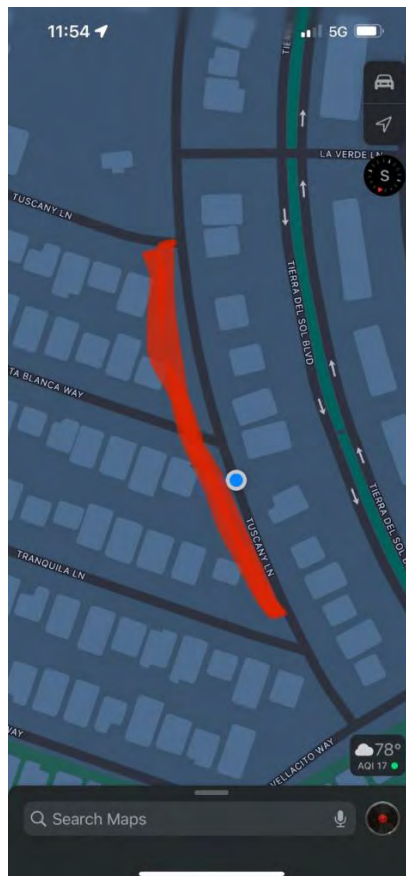
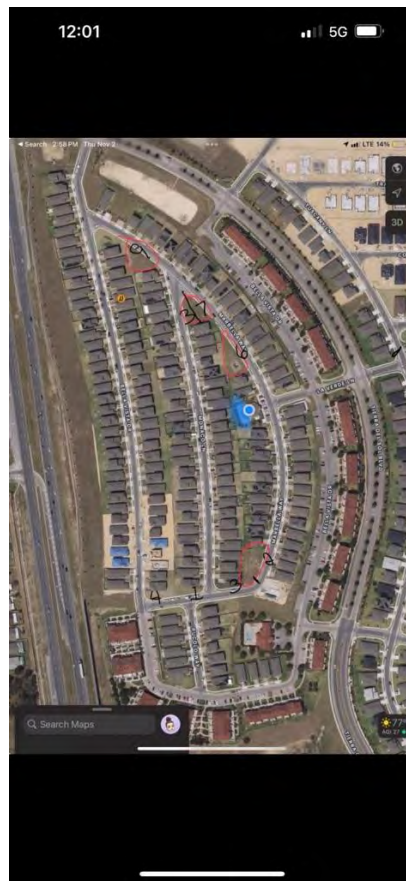
Curve painting	\$5,885.96
----------------	------------

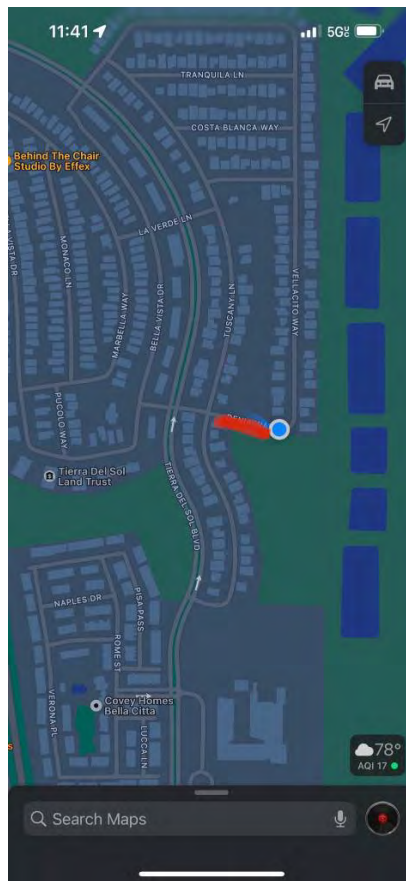
Pressure wash ,prepare, and paint 3000 feet of curves to provide extra parking spaces for residents to park. Areas were assigned by Cdd and Rizzetta. High traffic exterior, weather resistant paint Heavy Shield. Labor materials included on price.  
Work will be scheduled with Cdd or Rizzetta representative.

<b>Subtotal</b>	\$5,885.96
-----------------	------------

<b>Total</b>	<b>\$5,885.96</b>
--------------	-------------------









By signing this document, the customer agrees to the services and conditions outlined in this document.

---

Westridge CDD