

West Lake Community Development District

Board of Supervisors

Kelly Evans, Supervisor
Lori Campagna, Supervisor
Ben Gainer, Supervisor
Paulo Beckert, Supervisor
Christopher Smith, Supervisor

District Staff

Brian Lamb, District Secretary
John Vericker, District Counsel
Chris O'Kelley, P.E., District Engineer

Special Organizational Meeting Agenda

September 25, 2024, at 1:00 p.m.

The Special Organizational Meeting of West Lake Community Development District will be held on **September 25, 2024, at 1:00 p.m. at the offices of Inframark, which are located at 2005 Pan Am Circle Suite 300 Tampa, FL 33607.** For those who intend to call in below is the Teams link information. Please let us know at least 24 hours in advance if you are planning to call into the meeting.

[Join the meeting now](#)

Meeting ID: 287 489 739 872

Passcode: A73mhW

Dial in by phone +1 646-838-1601

Phone conference ID: 789 902 512#

All cellular phones and pagers must be turned off during the meeting.

1. CALL TO ORDER

A. Overview of Meeting Procedures and Decorum

2. PUBLIC COMMENT PERIOD

3. ADMINISTER OATHS OF OFFICE TO THE BOARD ASSIGNED IN THE PETITION

4. SEAT NEW BOARD MEMBERS

A. Overview of Forms, Sunshine Amendment, Code of Ethics, Supervisor Responsibilities

5. APPOINTMENT OF OFFICERS Resolution 2024-01

A. Chairman

B. Vice Chairman

C. Secretary

D. Treasurer

E. Assistant Secretaries

6. APPOINTMENT OF CONSULTANTS

A. Consider Appointment of District Manager/Assessment ConsultantResolution 2024-02

B. Designation of Registered Agent/OfficeResolution 2024-03

C. Consider Appointment of District General CounselResolution 2024-04

D. Consider Appointment of Interim District Engineer By Motion

i. Authorize RFQ for District Engineer

E. Consider Appointment of Bond CounselGreenberg Traurig, P. A - By Motion

F. Consider Appointment of Investment BankerFMS Bonds - By Motion

G. Consider Appointment of Trustee US Bank - By Motion

7. BUSINESS MATTERS

A. Consider Authorizing Notice of Establishment.....Resolution 2024-05

B. Consider Policy of Compensation for Board MembersResolution 2024-06

C. Consider Policy of Reimbursement of District Travel Expenses Resolution 2024-07

D. Consider the Designation of the Primary Administrative Office and

Local Records Office.....Resolution 2024-08

E. Consider District Records Retention Schedule.....Resolution 2024-09

- F. Consider Fiscal Year 2025 Regular Meeting Schedule and Location **Resolution 2024-10**
- G. Consider Landowners' Meeting Date, Time, and Location **Resolution 2024-11**
- H. Consider Proposed FY 2024 Annual Budget & Set Public Hearing **Resolution 2024-12**
- I. Consider Proposed FY 2025 Annual Budget & Set Public Hearing **Resolution 2024-13**
- J. Set Public Hearing for Uniform Method of Collections..... **Resolution 2024-14**
- K. Consider Rules of Procedure & Setting Public Hearing..... **Resolution 2024-15**
- L. Consider Policy Re: Support & Legal Defense for Board & Staff..... **Resolution 2024-16**
- M. Authorization to obtain General Liability and Public Officers Insurance **By Motion**
- N. Consider Designation of a Qualified Public Depository **Resolution 2024-17**
- O. Authorization of Signatories..... **Resolution 2024-18**
- P. Authorization to Disburse Funds for Expenses **Resolution 2024-19**
- Q. Consider Adoption of Investment Policy **Resolution 2024-20**
- R. Consider Approval of Florida Statewide Mutual Aid Agreement..... **Resolution 2024-21**
- S. Consider Provisions for Public Comments..... **Resolution 2024-22**
- T. Consider Resolution FY 2025 Goals & Objectives **Resolution 2024-23**
- U. Consideration of ADA Website Compliance Agreement..... **By Motion**
- 8. PRELIMINARY REPORT PRESENTATION – ASSESSMENT BONDS**
 - A. Consideration of District Engineer's Report **By Motion**
 - B. Consideration of Master Assessment Methodology Report **By Motion**
 - C. Authorizing Issuance of Bonds/Filing of Validation Complaint..... **Resolution 2024-24**
 - i. Master Trust Indenture
 - D. Consideration of Resolution; Declaring Special Debt Assessments **Resolution 2024-25**
 - E. Consideration of Setting Public Hearing to Levy Special Debt Assessments..... **Resolution 2024-26**
 - F. Consider the Authorization of the Chairman to Accept or Execute
Certain Documents **Resolution 2024-27**
 - G. Other Matters Relating to Financing
- 9. ADMINISTRATIVE MATTERS**
 - A. Request for Working Capital **By Motion**
- 10. STAFF REPORTS**
 - A. District Counsel
 - B. District Manager
 - C. District Engineer
- 11. BOARD MEMBERS COMMENTS**
- 12. PUBLIC COMMENTS**
- 13. ADJOURNMENT**