

MINUTES OF MEETING  
WINDWARD  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Windward Community Development District was held Wednesday, November 14, 2018 at 2:00 p.m. in the West Osceola Branch Library, 305 Campus Street, Kissimmee, Florida.

Present and constituting a quorum were:

John Kassik	Chairman
Walter Beeman	Assistant Secretary
Ellis Roe	Assistant Secretary

Also Present were:

Jason Showe	District Manager
Andrew d'Adesky	District Counsel
David Kelly	District Engineer
William Viasalyers	Field Manager

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Showe called the meeting to order and called the roll.

**SECOND ORDER OF BUSINESS**

**Public Comment**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the October 17, 2018 Meeting**

On MOTION by Mr. Kassik seconded by Mr. Roe with all in favor the minutes of the October 17, 2018 meeting were approved as presented.
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**FOURTH ORDER OF BUSINESS**

**Bond Related Items**

**Consideration of Resolution 2019-03 Finalizing Assessments**

Mr. Showe stated Resolution 2019-03 finalizes the assessments and we included that in the agenda along with the final Engineer's Report and Methodology.

Mr. d’Adesky stated this is the finalization resolution relating to the assessments associated with the Series 2018 Bonds and it goes through the process of equalizing the assessments to the actual pricing amount. They were initially levied at a higher amount and then brought down now that they are actually priced and sold. Attached to that will be the Engineer’s Report as updated and the methodology as updated to reflect the pricing. That will also go into the lien book, which is part of the District records.

On MOTION by Mr. Beeman seconded by Mr. Roe with all in favor Resolution 2019-03 was approved.

Mr. d’Adesky stated previously, pursuant to Resolution 2018-02 we authorized the Chairman or Vice Chairman to execute any documents related to the Phase 1 conveyances. We want to reauthorize the delegation for any conveyances associated with the Series 2018 Bonds. In case there is anything in Phase 2 or Phase 3 or slightly goes beyond Phase 1 we can get that transferred over and anything that is executed by the Chairman or Vice Chairman will be brought back to the Board for ratification.

On MOTION by Mr. Beeman seconded by Mr. Roe with all in favor the Chairman and Vice Chairman were authorized to execute conveyance documents related to the Series 2018 Bonds.

**FIFTH ORDER OF BUSINESS**

**Consideration of Agreement with TWA for Reclaimed Water**

Mr. Showe stated we received this agreement from TWA and provided it to District Counsel.

Mr. Kassik stated we still need to run it by our Counsel.

Mr. d’Adesky stated the Board can approve it in substantially final form subject to Developer’s Counsel’s comments and delegate authority to the Chairman to approve the final form of agreement.

On MOTION by Mr. Beeman seconded by Mr. Kassik with all in favor the agreement with TWA for reclaimed water was approved in substantially final form subject to comments from Developer’s Counsel and the Chairman was authorized to approve the final form of agreement.

**SIXTH ORDER OF BUSINESS**

**Discussion of Landscape Maintenance Contract**

This item was deferred.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Engineer**

Mr. Kelly stated Phase 3 construction is ongoing, the clubhouse is about done. I don't think we have a resolution to our lift station panel.

Mr. Roe stated it is in the works.

**D. Manager**

**i. Approval of Check Register**

Mr. Showe presented the check register from October 1, 2018 through November 6, 2018 in the amount of \$22,924.28.

On MOTION by Mr. Beeman seconded by Mr. Kassik with all in favor the check register was approved.

**ii. Balance Sheet and Income Statement**

A copy of the balance sheet and income statement were included in the agenda package.

**iii. Field Operations**

There being none, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**NINTH ORDER OF BUSINESS**

**Supervisor's Requests**

There being none,

On MOTION by Mr. Beeman seconded by Mr. Kassik with all in favor the meeting adjourned at 2:05 p.m.



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Secretary/Assistant Secretary



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Chairman/Vice Chairman