

MINUTES OF MEETING
WINDWARD
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Windward Community Development District was held Wednesday, May 16, 2018 at 2:00 p.m. in the West Osceola Branch Library, 305 Campus Street, Kissimmee, Florida.

Present and constituting a quorum were:

Jimmy Clark	Vice Chairman
Walter Beeman	Assistant Secretary
Thomas Franklin	Assistant Secretary
Ellis Roe	Assistant Secretary

Also Present were:

Jason Showe	District Manager
Andrew d'Adesky	District Counsel
David Kelly	Poulos & Bennett

FIRST ORDER OF BUSINESS

Roll Call

Mr. Showe called the meeting to order at 2:00 p.m.

SECOND ORDER OF BUSINESS

Public Comment

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the April 18, 2018 Meeting

On MOTION by Mr. Franklin seconded by Mr. Beeman with all in favor the minutes of the April 18, 2018 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Discussion on Bond Financing

Mr. Showe stated they are still waiting on some documents to put the Limited Offering Memorandum together and we anticipate having that at the next meeting.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2018-03
Approving the Proposed Fiscal Year 2019
Budget and Setting a Public Hearing**

Mr. Showe stated next is Resolution 2018-03 approving the proposed Fiscal Year 2019 budget and setting the public hearing. The resolution approves the proposed budget and sets the public hearing and we set that tentatively for the August 15th meeting, which will give the District a lot of time to work with the developer and get the assessments right. It also directs us to transmit the proposed budget to Osceola County at least 60 days prior to the public hearing as required by Florida Statutes and also post it on the website.

On page 1 of the budget you will see that the proposed assessment for the 530 units is \$626.71 each for operations and maintenance. We are working with the developer and some other folks to make sure we are not missing anything. We will have to go through a mailed notice process for operation and maintenance this year since they have not been previously levied and that will go out 21 days in advance of the public hearing.

Mr. d'Adesky stated this is a ceiling not a floor so you can come down if you decided the costs were less.

On MOTION by Mr. Beeman seconded by Mr. Clark with all in favor Resolution 2018-03 approving the proposed budget and setting the public hearing for August 15, 2018 was approved.

SIXTH ORDER OF BUSINESS

**Appointment of Audit Committee and
Chairman**

Mr. Showe stated we need to appoint an Audit Committee and Chairman and we typically recommend the Board appoint itself and the Chair as the Audit Committee and Chairman. We advertised an Audit Committee meeting to take place after we adjourn this meeting.

On MOTION by Mr. Beeman seconded by Mr. Franklin with all in favor the Board Members were appointed to serve as the Audit Committee and Mr. Kassik was appointed Chairman of the Audit Committee.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. d’Adesky stated we are working on a lot of documents and we will have more for you at the next meeting.

B. Engineer

Mr. Kelly stated they are starting to grade assessment areas 2 and 3.

D. Manager

i. Balance Sheet and Income Statement

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

ii. Consideration of Funding Request No. 9

On MOTION by Mr. Beeman seconded by Mr. Franklin with all in favor funding request no. 9 was approved.

iii. Presentation of Number of Registered Voters – 0

A copy of the letter from the Supervisor of Elections indicating that there are no registered voters residing within the District was included in the agenda package.

iv. 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. Clark with all in favor the meeting adjourned at 2:07 p.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman