

**WINDWARD
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Windward Community Development District was held Wednesday, November 18, 2020 at 2:00 p.m. at 7813 Four Seasons Boulevard, Kissimmee, Florida.

Present and constituting a quorum were:

John Kassik	Chairperson
Marvin Morris	Assistant Secretary
Leslie Peters	Assistant Secretary

Also present were:

Jason Showe	District Manager
Kristen Trucco	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

Mr. Viasalyers stated we have a couple representatives here from the new landscape company, Capital Land Management, Jason.

Mr. Morris asked who is responsible for the electric for the streetlights?

Mr. Kassik stated they are under a rental agreement with Duke Energy and we pay X dollars per month per light and pole and that covers the electricity, the maintenance and everything else for the life of that pole or as long as they are under contract.

Mr. Morris stated the reason I asked is we had the HOA meeting a couple weeks ago there is a large line item for electricity for streetlights and the HOA does not cover that so we need to correct that.

Mr. Showe stated William and I are working on that now; we are going to start accepting those from the HOA and transitioning those costs to the CDD.

Mr. Morris stated then the HOA shouldn't have a line item for electricity.

Mr. Showe stated unless they have their own items that might require electricity.

Mr. Kassik stated the lights in this facility will be on the HOA.

Mr. Morris stated this specifically mentioned streetlights.

Mr. Kassik stated the developer has been deficit funding the streetlights all along.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the October 21, 2020 Meeting

On MOTION by Mr. Kassik seconded by Ms. Peters with all in favor the minutes of the October 21, 2020 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2021-01 Finalizing Assessments for 2020A Bonds

Ms. Trucco stated the 2020 Bonds have been marketed and sold. This is just a resolution for the Board to finalize the 2020 Bonds in the amount of \$12,240,000 and also approves the proceeds from the bonds to be used in accordance with the Engineer's report to construct the 2020 project. The Engineer's report is attached to the resolution. Also, this resolution approves the bonds to be repaid using assessments as outlined in the assessment methodology report.

On MOTION by Mr. Kassik seconded by Ms. Peters with all in favor Resolution 2021-01 Finalizing Assessments for 2020A Bonds, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2021-02 Accepting Conveyance of Additional Phase 1 Improvements

Ms. Trucco stated this resolution is accepting improvements in Phase 1 specifically, landscaping elements and streetlights; those were contemplated to be transferred to the District pursuant to the bond documents and the respective Engineer's report. This is a cleanup resolution transferring those improvements to the District in accordance with the bond documents, the Engineer's report and the recorded plat. Attached to the resolution are the conveyance documents, bill of sale, certificate of the District Engineer certifying that he has reviewed the conveyance of the improvements to make sure they are up to standard and code for the District to accept those improvements and the owner's affidavit that is attached to the resolution certifying that there are

no encumbrances on those improvements that would prohibit the District from holding those improvements.

On MOTION by Mr. Kassik seconded by Ms. Peters with all in favor Resolution 2021-02 Accepting Conveyance of Additional Phase 1 Improvements, was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Trucco stated we have been in touch with the county regarding the expansion, they said they are waiting for final approval of the legal description and once that they have final approval that their legal department has signed off on the legal description then they will schedule the first hearing in front of the Board of county commissioners.

B. Engineer

There being none, the next item followed.

D. Manager

i. Approval of Check Register

On MOTION by Mr. Kassik seconded by Mr. Morris 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.

iv. Field Operations

Mr. Viasalyers stated the sidewalk repair on Four Seasons Boulevard towards the back has been completed. We are going to work on getting the two walls pressure washed soon. We had a lot of complaints from residents on Coral Shore Lane, there is a magnolia tree blocking the stop sign. In discussion with the new landscape company, there is really no option other than removing the tree. I wanted to discuss that with the Board before we did that to see what the Board thought about that. By blocking the stop sign it may cause a potential accident. If the Board is okay with

it I can work with the new landscape company and relocate the magnolia tree somewhere else on the property.

There was no objection from the Board to relocating the magnolia tree.

Mr. Viasalyers stated the HOA had requested to install two dog stations in two common areas of the CDD. They requested that the CDD pay for the dog stations initially, which is about \$300 each and that the HOA has a maintenance man who will come around and clean them every week. If the Board is okay with that we can get those ordered and installed.

Mr. Morris asked are there any plans to put in a dog park in Phase 3?

Mr. Kassik responded yes. We have a common area in Phase 3D. There is nothing available in this phase but in the second spur to the left is where we will put it when we develop that phase.

Mr. Morris stated I know the rules in terms of notifying people of the meetings, but in reality that does not get to the homeowners. I have asked the HOA if they were willing to send out a notification to the homeowners.

Mr. Showe stated we actually asked for this particular meeting because of the capacity restrictions they had in the clubhouse for now. I think once we get out of having a capacity restriction in the clubhouse they were comfortable sending that out. We made the phone line available, we put it on the agenda. That was their request at this time, we tried, so we can try again for the next meeting.

Mr. Morris stated that is fine.

Mr. Showe asked is there any direction from the Board on the dog stations?

Mr. Morris stated I'm good with it.

SEVENTH ORDER OF BUSINESS

Other Business


There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Supervisor's Requests

There being none,

On MOTION by Mr. Morris seconded by Mr. Kassik with all in favor the meeting adjourned at 2:14 p.m.
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Secretary/Assistant Secretary



Chairman/Vice Chairman