

MINUTES OF MEETING
WINDWARD
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Windward Community Development District was held Wednesday, April 20, 2022 at 2:00 p.m. at 7813 Four Seasons Boulevard, Kissimmee, Florida.

Present and constituting a quorum were:

Jimmy Clark	Chairman
Susan Moss	Vice Chairperson
Marvin Morris	Assistant Secretary
Gretta Akellino	Assistant Secretary

Also Present were:

Jason Showe	District Manager
Kristen Trucco	District Counsel
David Kelly	District Engineer
Andy Hatton	Field Manager
Dave Lestage	Capital Land Management

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Public Comment

Ms. King stated a few months ago you entered into a contract with a company to take care of the ponds, but I haven't seen anything change.

Mr. Hatton stated they will come out and check for weeds and things like that and stuff on the top and spray for that. He comes quarterly or on an as needed basis.

Mr. Showe stated they treat for algae and invasive species and their job is to keep the good stuff there.

Ms. Koller stated we have lots of lights with trees growing into them. What can be done about that?

Mr. Showe stated the CDD doesn't own those streetlights and we will go around and see what our agreement allows us to do. Sometimes they come out and trim them, but we will work with them to see what can be done.

Ms. Koller asked what can we do about people speeding on our roads?

Ms. Trucco stated as you know we own and maintain the roads, but we have no police powers and cannot issue tickets. We can install speed bumps or hire an off-duty police officer to patrol the area.

Mr. Showe stated we always recommend that you get as many residents as you can to call the sheriff's office and say you have a big speeding problem and you would like someone to come out and enforce the speed limit.

Ms. Trucco stated take that first step and if there is still a lot of speeding then email Jason or come back to the Board and ask them to do something additional.

Ms. Layne asked what is the street parking regulation?

Ms. Trucco stated we don't have any parking on CDD roads.

Mr. Showe stated parking across a sidewalk is against ADA rules and county code enforcement can write those tickets. The CDD cannot write tickets. Your HOA may have some requirements in terms of parking.

Mr. Morris stated there is a one-way sign by the circle that has been missing for six months.

Mr. Hatton stated they are putting that in as we speak.

Mr. Morris stated also there is a post for the gas line near the main entrance that has been laying on the ground for almost the same amount of time.

Mr. Showe stated we will look at it.

Mr. Morris stated in front of 2248 Antilles Club Drive the sidewalk is being pushed up by tree roots. Also 2201 Antilles Club Drive the sidewalk is cracked. There are several dead palm trees throughout the community.

Mr. Hatton stated we will try to save what we can and remove the dead ones.

THIRD ORDER OF BUSINESS **Organizational Matters**

A. Acceptance of Resignation of Scott Johnson

On MOTION by Mr. Clark seconded by Mr. Morris with all in favor Scott Johnson's resignation was accepted.

B. Appointment of Individual to Fill the Board Vacancy with a Term Ending November 2025

Mr. Showe stated we received a resume that was distributed to the Board earlier today from Gretta Akellino.

On MOTION by Mr. Morris seconded by Ms. Moss with all in favor Gretta Akellino was appointed to fill the unexpired term of office.

C. Administration of Oath of Office to Newly Appointed Supervisor

Mr. Showe being a notary public of the State of Florida administered the oath of office to the newly appointed Board Member.

Ms. Trucco stated under Florida law the Board of Members are considered locally elected government officials and you will be required to follow the public records law as well as the sunshine law, which means that outside of a publicly noticed meeting such as this Board meeting you are not permitted to speak about anything that could come before this Board with another Board Member. You can speak to residents, but you cannot speak with another Board Member outside an advertised meeting. Our office will email an informational packet to you and if you have any questions reach out to Jason or to me.

Mr. Showe stated the form 1 statement of financial interest needs to be filled out and sent to the Member of elections within 30-days of today. As a Board Member you are eligible to receive compensation and should you choose to accept compensation you will need to fill out two forms.

Ms. Trucco stated with respect to social media posting anything about the CDD on social media could be construed and interpreted as communicating with another Board Member. We highly recommend you do not post anywhere on social media about CDD business.

D. Consideration of Resolution 2022-04 Electing Officers

On MOTION by Mr. Morris seconded by Mr. Clark with all in favor Resolution 2022-04 was approved reflecting the following: Jimmy Clark Chairman, Susan Moss Vice Chairperson, George Flint secretary, Gretta Akellino, Marvin Morris, Tom Franklin and Jason Showe, Assistant Secretaries, Jason Showe, Treasurer and Katie Costa Assistant Treasurer.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the January 19 2022 Meeting

On MOTION by Mr. Clark seconded by Ms. Moss with all in favor the minutes of the January 19, 2022 meeting were approved as presented.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-05 Approving the Proposed Budget Fiscal Year 2023 Budget and Setting a Public Hearing

Mr. Showe stated Resolution 2022-05 approves the proposed budget. The budget as presented is a build-out budget and anticipates everything being developed in the community and as such there is a stiff assessment increase associated with that. We want to take some time with the developer and go through the budget. We can take some general comments, but we will bring this back to you in May. The big costs in the budget are driven by electric, which is streetlights, reclaimed water with Toho as well as landscaping.

Mr. Morris stated the bottom line on the new budget is what the homeowners have to pay each year.

Mr. Showe stated currently your assessment for O&M is about \$620 and this budget has that amount going up to \$2,159 about a \$1,500 increase and that is why we wanted to take some time to go through it. As soon as we have better numbers, we will circulate that to the Board in advance of the meeting. As you go through it and have specific questions contact me and I will walk you through it.

SIXTH ORDER OF BUSINESS

Discussion of Access at Mystic Dunes

Mr. Showe stated we have had requests from the HOA and residents about access at Mystic Dunes.

Mr. Hatton stated we want to put a stop to people using the back gate. I reached out to ACT and got a proposal to fix that and the only way to access the gate will be with your access card you have for the amenity. We would turn the code off.

Mr. Showe stated another option would be to change the code to start without having the extra expense.

SEVENTH ORDER OF BUSINESS

Discussion of Dog Waste Stations

Mr. Showe stated there have been requests from residents to add additional dog waste stations throughout the community. Some communities like them some don't. It is up to you.

Mr. Morris stated I think we should have more.

Mr. Showe stated we can add one or two and expand from there if more is needed.

Mr. Morris stated I think four is fine.

Mr. Showe stated we will order four and when they come in Andy can meet with you to choose the locations. They can always be moved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

Mr. Kelly stated the last two phases are ongoing and we haven't certified anything.

D. Manager

i. Approval of Check Register

On MOTION by Ms. Moss seconded by Mr. Clark 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

Mr. Lestage stated throughout the community we have an issue with the Sylvester Palms and other palms. We have a proposal for \$8,412.85 for the removal and stump grinding of the palms. They will come out with a proposal to replace the palms. On the Sylvester Palms because of the lethal bronzing or TPD we cannot plant a palm in the exact place, we have to move it anywhere from 8-10 feet. I'm trying to get a palm that will be comparable to the palms that are in here so we are not replacing it with a Sylvester Palm that may have the same problem. The injection for the palms is to stem off anymore declining palms and that proposal is \$6,095 to do palm injections for preventative maintenance. It doesn't mean it is going to stop it 100% but it is going to retard any of the spread of it for the next 6 months to a year.

Mr. Morris stated I know this week you started fertilizing the lawns. Will that also include anything to kill weeds.

Mr. Lestage stated three weeks ago they did a weed control treatment in here and now they are doing fertilization. Keith and I are going around measuring turf material that needs to be replaced. We are in the process of getting proposals through the CDD and HOA for turf that is declining and needs to be replaced.

Mr. Showe stated if the Board is inclined to move forward there is funding in your landscape contingency.

On MOTION by Mr. Morris seconded by Mr. Clark with all in favor the proposals to do the palm tree treatment in the amount of \$6,095 and for the removals in the amount of \$8,412.85 were approved as outlined.

NINTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Supervisor's Requests

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Clark seconded by Ms. Moss with all in favor the meeting was adjourned at 2:44 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman