

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 18, 2022 at 2:00 p.m. at 7813 Four Seasons Boulevard, Kissimmee, Florida.

Present and constituting a quorum were:

Jimmy Clark	Chairman
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

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 April 20, 2022 Meeting

On MOTION by Mr. Morris seconded by Mr. Clark with all in favor the minutes of the April 20, 2022 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

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

Mr. Showe stated Resolution 2022-05 approves the proposed budget and sets the public hearing for final adoption for July 20, 2022 and directs us to transmit the approved budget to the county at least 60-days in advance of the public hearing and post it to the District’s website. As we committed to you we spent the past month going through the overall development with Khov and we were able to reduce some of the assessment levels from what you saw at the prior meeting. Everything is similar to what you saw overall in costs, about a third of the community won’t be fully developed at the end of the next fiscal year and we reduced some of the account lines and it takes the assessment increase from \$1,200 to \$623. We expect it to go up the following year once the project is fully developed. Because there are some unknowns with that development and the big costs are electric and water Khov has committed to fund whatever goes above the assessments.

Mr. Morris asked what has caused the budget to go up so much?

Mr. Showe stated we projected an increase of about \$110,000 in water and sewer, another \$50,000 in landscaping as well as \$25,000 in electrical. The budget still does not have a lot of reserves and in the future those things will have to be calculated because you own the roads and stormwater system and there may be larger scale capital projects that will need to occur in the future.

The public hearing is scheduled for July 20th and we will send out a mailed noticed to all the landowners so they are aware of the potential increase in assessments.

On MOTION by Mr. Clark seconded by Ms. Akellino with two in favor and Mr. Morris opposed Resolution 2022-05 approving the proposed Fiscal Year 2023 budget and setting the public hearing for July 20, 2023 was approved.

FIFTH ORDER OF BUSINESS

**Review and Acceptance of Fiscal Year 2021
Draft Audit**

Mr. Showe stated the draft audit report was included as part of your agenda package. In the report to management you will see that there were no current year or prior finding and recommendations and we are in compliance with the provisions of the auditor general of the State of Florida. It is a clean audit.

On MOTION by Mr. Clark seconded by Ms. Akellino with all in favor the Fiscal Year 2021 audit was accepted and staff was authorized to transmit the final report to the State of Florida.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

Mr. Morris stated after the last meeting you got the sign up on the circle and I appreciate that. Down by the clubhouse on the north side there is a pipe that is part of the gas line or acknowledgement of the gas line and it has been laying on the ground for some time.

Mr. Hatton stated that is a fiber optic alert and it broke off but has been put back up.

D. Manager

i. Approval of Check Register

On MOTION by Mr. Morris 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. Presentation of Number of Registered Voters - 480

Mr. Showe stated a copy of the letter from the supervisor or elections indicating that there are 480 registered voters residing within the District was included in the agenda package.

Council and I are working on resolutions to change some of the terms of the Board Members to coincide with even numbered years for election purposes. November 2024 will be the first year we will have general elected seats.

Ms. Trucco stated after six years of existence and we have 250 registered voters then we can transition from landowner elected Board Members to general election. The next general

election is 2024 and three current seats that will expire in November 2023, the resolution will extend those terms to November 2024 and it is a requirement under Florida law that we do that.

Mr. Hatton stated the dead palms are scheduled to be taken down on May 25th, we are still working to get them scheduled to spray the ones that are declining. They trimmed the trees off the streetlights and sidewalks on Antilles and will work their way around the community from there. ACT will be out May 26th to change the cover on the Mystic Dunes gates. The HOA will send out an email blast to the residents of that change. Our fountain vendor found a broken pipe at the fountain, he is trying to get a plumber out to take a care of that, it is underground.

SEVENTH ORDER OF BUSINESS Other Business

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS Supervisor's Requests

Mr. Morris asked at the back entrance there are metal gates and it seems that when you push the button to open them it happens quickly but going through the front gate you have to hold it down or up and down several times before it finally clicks. Is there a reason for that?

Mr. Showe stated we can have ACT come out and check that.

Mr. Hatton stated those are proximity switches so get pretty close to the lefthand side as you are coming in.

Mr. Morris stated the gates in the back are metal make it rather secure, but in front those are regular gates and even though they are manned by a security guard it is very easy to walk through that. Are there plans to turn those into metal gates as well?

Mr. Hatton stated I don't see a need to do that.

Mr. Showe stated we can get quotes for that, but it may be expensive.

On MOTION by Mr. Clark seconded by Mr. Morris with all in favor the meeting adjourned at 2:17 p.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman