

**MINUTES OF MEETING
WINDWARD
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Windward Community Development District was held Wednesday, **February 21, 2024** at 1:00 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
Carmen Renaud	Assistant Secretary

Also Present were:

Jason Showe	District Manager
Kristen Trucco	District Counsel
Matt Shelton	Juniper Landscaping
Several Residents	

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Public Comment

Complaints raised by several residents: condition of pond after treatment, lack of wildlife, irrigation system, lack of monthly wet check reports available to residents, number of functioning clocks for irrigation system, concerns about liability insurance for trip and falls, disposal of landscape debris, access to dog park, non-resident usage of dog park, intersection of Key Bay Trail and Four Season appears to be sinking, sprinklers run on sidewalks at night, dead palm tree, golf carts coming out of Mystic Dunes drive on the sidewalk creating a dangerous situation, golf cart towing another golf cart on the sidewalk, the district's contract with Juniper is supervised by the district, the HOA supervises their contract with Juniper, no follow-up by staff, also dismissive

attitude, need for speed limit signage, blind entrance sign, median on Estuary should have palm trees every 100 feet, engineer will look into line of sight issues and signage.

On MOTION by Mr. Morris seconded by Ms. Akellino with all in favor the district manager was authorized to contact KHov to confirm that the necessary trees are in the long grassy area on Estuary and to have KHov rectify that if they are not.

Additional comments: redirect the streetlight on Estuary from shining into homes, issue previously brought up with no action taken, electric key for Key Bay Trail entrance.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the January 17, 2024 Meeting

On MOTION by Ms. Renaud seconded by Mr. Morris with all in favor the minutes of the January 17, 2024 meeting were approved.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2024-02 Relating to the General Election and Qualifying Period Procedures

Mr. Showe stated this resolution lays out the general election process that will occur in 2024. Seats 2 and 3 will be up for election, it lays out the qualifying process, the terms and the qualifying period, which is from noon June 10, 2024 to noon June 14, 2024, and qualification is done through the Osceola County Supervisor of Elections.

On MOTION by Ms. Renaud seconded by Mr. Clark with all in favor Resolution 2024-02 Relating to the General Election and Qualifying Period Procedures was approved.

FIFTH ORDER OF BUSINESS

Staff Reports

- A. Attorney**
 - i. Review of Ethics Training**

Ms. Trucco stated I emailed the board members a reminder of the new ethics training requirement and you will submit your form 1 electronically this year instead of with the supervisor of elections. The new ethics training required is not required for your form 1 for 2023, so the first

time you will self-certify that you have completed the ethics training requirement will be the form 1 for 2024, which is filed in 2025.

We are finishing conveyances of platted tracts that are dedicated to the CDD. We are making sure that all of those are conveyed to the CDD before the developer is finished completing all of the infrastructure within the CDD boundary. You will likely see a resolution on the next agenda. We order title work before things are conveyed to the CDD to ensure that there are no encumbrances and outstanding taxes.

B. Engineer

There being no comments, the next item followed.

C. Manager

i. Approval of Check Register

On MOTION by Mr. Morris seconded by Ms. Renaud 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.

D. Field Manager's Report

i. Consideration of Proposal for Well Abandonment Services from Wiggins Bros. Well Drilling, Inc.

Mr. Showe stated based on discussion at the last meeting we did bring back a quote to abandon the well. The engineer believes there is \$1,000 to \$1,500 of engineering time in addition to the proposal from Wiggins Bros.

This item tabled and staff was directed to look into the possibility of using the well for irrigation rather than abandoning it.

SIXTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

SEVENTH ORDER OF BUSINESS

Supervisor's Requests

There being no comments, the next item followed.

EIGHTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Clark seconded by Ms. Renaud with all in favor
the meeting adjourned at 1:57 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman