

**MINUTES OF MEETING
WINDWARD
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Windward Community Development District was held Wednesday, **June 19, 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
Stephen Saha	District Engineer <i>by telephone</i>
Thomas Santos	Field Manager
Clayton Smith	Field Manager
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

Ms. Batts stated today is a national holiday and I would like to think in the future we would not have the meeting on Juneteenth or any national holiday.

Several residents commented on the following: excessive landscaping, cost of operating the fountain, unneeded uplighting, cost of landscape budget, mismanagement of irrigation system, irrigation clocks, missing trees, selection of landscape contractor should be made after more residents are on the CDD and HOA boards, condition of dog park, recoup damages from landscape company, exposed conduits by trail, request for the pledge of allegiance be recited before each meeting.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the May 13, 2024 Meeting

On MOTION by Ms. Akellino seconded by Mr. Clark with all in favor the minutes of the May 13, 2024 meeting were approved.

FOURTH ORDER OF BUSINESS

Presentation of Fiscal Year 2023 Audit Report

Mr. Showe stated in the letter to management there were no current year or prior year findings or recommendations and this is a clean audit.

On MOTION by Ms. Renaud seconded by Ms. Akellino with all in favor the fiscal year 2023 audit was accepted and staff was directed to transmit the final report to the State of Florida.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Trucco stated we had a call with the district engineer to confirm which tracts have received their certificates of completion. We have asked him to do a walk through to confirm which tracts we are adding to the CDD. He also has to sign a certificate as the district engineer certifying those tracts have received all the necessary approvals for the CDD to own and maintain them and for us to sign off on the deed. KHov has been assisting us in getting all the necessary signatures. We will continue to update you on that progress.

HP1713 goes into effect July 1, 2024 and it has many provisions that apply to special districts but only two apply to CDDs and that is covered in this handout. This states that by October 1st of each fiscal year starting October 1, 2024 all CDDs must prepare a list of goals and objectives for each program and activity undertaken by the CDD as well as performance measuring standards. By December 1st of each year beginning December 1, 2024 the CDD has to determine if they have met those goals and objectives and prepare a report that they publish on their website that states the performance measurement standard that they use to determine whether or not they met their goals and objectives. This is something that before October 1st of each fiscal year each board will have to adopt and prepare a list of goals and objectives and by December 1s of each following year the CDD will have to publish the results of those goals and objectives on the district's website.

District management will prepare a list of goals and objectives and bring them to this board at your August or September meeting so that you can approve that form and tailor specific goals and objectives of the CDD.

The house bill also repealed section 190.047, that required CDDs to hold a referendum and general election on the question of incorporation, that CDDs can actually incorporate and become their own city and this statute section requires them to take additional steps by holding a referendum and general election, that section has been repealed and is no longer in effect as of July 1, 2024.

Mr. Showe stated since this affects all of our districts, we are preparing some generic goals and objectives since the timeline is short with the intent that the following year, we can tailor them specific to each district.

B. Engineer

There being no comments, the next item followed.

C. Field Manager – Consideration of Proposals for Landscape Services

Mr. Showe stated given the dollar amounts of the contract, we had to do a bid process by advertising in the newspaper, gave the bidders about three weeks, accepted the bids and staff has complied those bids. We sent to the board a summary of the bids and you have that in front of you today.

Mr. Smith stated I am director of field services for GMS and I have worked with a lot of landscapers in a lot of communities, our intent is to always to help community pride and deliver that at a level of cost that is comparable for a community. This is one of the biggest responses I have seen for a landscape bid. We would like to deliver a landscaper to the community who can thrive here and partner with the community

After discussion of the new scope of services, lack of specificity in current scope, accountability, contractor with pride in their service, responsiveness of contractor, joint contract with HOA, regular reports, irrigation source, the board took the following action.

Mr. Morris moved to reject all bids, there being no second, the motion failed for lack of a second.

On MOTION by Mr. Clark seconded by Ms. Renaud with all in favor Brightview, Duval, Floralawn and Prince and Sons were short listed and will be asked to make a presentation at a special meeting to be held on July 10, 2024 at 1:00 p.m.

D. Manager

i. Approval of Check Register

On MOTION by Ms. Akellino 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.

iii. Review of Task List

An updated task list will be provided at the next meeting.

SIXTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

SEVENTH ORDER OF BUSINESS

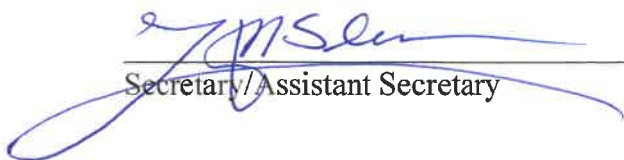
Supervisor's Requests

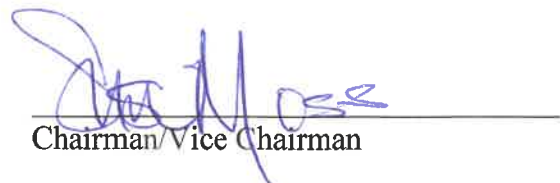
There being no comments, the next item followed.

EIGHTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Akellino seconded by Ms. Renaud with all in favor the meeting adjourned at 2:14 p.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman