

*Windward*  
*Community Development District*

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**Workshop Meeting**

**Wednesday  
August 27, 2025  
10:00 AM**

**Four Seasons Clubhouse  
7813 Four Seasons Blvd.  
Kissimmee, FL**

1. Call to Order
2. Roll Call
3. Discussion of Community Holiday Lighting
  - A. TPG Lighting Presentation 10:30- 11:00 am
4. Discussion of Resumes
5. Discussion of HOA Security System Request
6. Discussion of Temporary License Agreement for Pool Construction
7. Counsel Items
8. Maintenance Items
  - A. Discussion of Painting Quote
  - B. Discussion of Landscape Enhancement Proposals
9. Management Items
  - A. District Checks- Review for Agenda
10. Adjournment

## SECTION III



# Christmas Lighting Proposal

**Customer Name:**  
**Four Seasons CDD**

**GPS Address:**  
**2112 Antilles Club Dr**  
**Kissimmee, FL 34747**



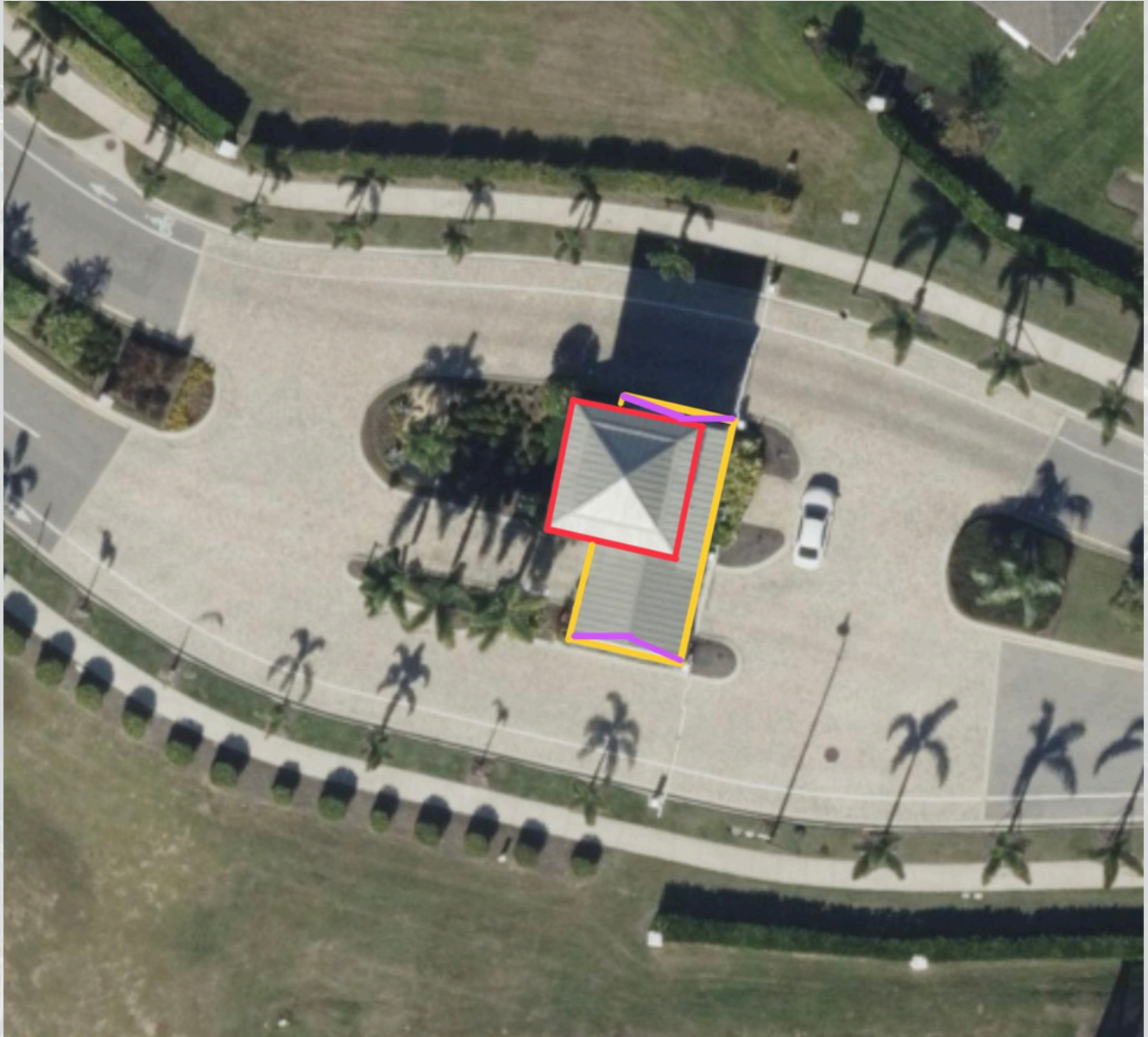
## **TPG Lighting**

**P.O. Box 471126, Lake Monroe, FL 32747**  
**407-413-0442**

**TPGLighting@gmail.com**  
**www.TPGLighting.com**  
**Licensed and Insured**



# Roofline Installation Map





# **Guard Gate Rendering:**





## Entrances Renderings:



ESTIMATE	#1766
ESTIMATE DATE	Aug 18, 2025
TOTAL	\$4,254.66

## This proposal is with 20% off in exchange for a 3 year agreement!

K. Hovnanian's Four Seasons at Orlando  
2112 Antilles Club Dr  
Kissimmee, FL 34747

☎ (630) 806-0069  
✉ tpeltier13@gmail.com

### CONTACT US

P.O. Box 471126  
Lake Monroe, FL 32747

☎ (407) 413-0442  
✉ tpglighting@gmail.com

### ESTIMATE

Materials	qty	unit price	amount
Mini/C9 Lights - C9 Temporary Roofline Lighting Guard Gate: Lining all rooflines of the guard shack in warm white c9 bulbs.	231.0	\$7.98	\$1,843.38
Mini/C9 Lights - C9 Temporary Roofline Lighting Main entry, 2nd entrance, & 3rd entrance: Lining the rooflines of the 2 towers at each entrance in warm white C9 bulbs.	180.0	\$7.98	\$1,436.40
Greenery/Bows - 9' Section of Warm White Lit Garland Main Entry: Lining the top of each entrance signs' verbiage with warm white lit garland.	3.0	\$147.90	\$443.70
Greenery/Bows - Red Outdura Commercial-Grade 3D Bow (12"W x 18"L) Main Entry: Placing 2 red commercial-grade 3D bows on the garland of the entrance signs.	4.0	\$62.44	\$249.76
Greenery/Bows - 44" Warm White Lit Fir Teardrop/Spray with Commercial-Grade 3D Bow Main Entry: Centering a warm white lit teardrop style wreath on both columns, crowned with red commercial-grade 3d bow.	2.0	\$224.18	\$448.36
Greenery/Bows - 44" Warm White Lit Fir Teardrop/Spray with Commercial-Grade 3D Bow 2nd Entrance: Centering a warm white lit teardrop style wreath on each side of column, crowned with red commercial-grade 3d bow.	2.0	\$224.18	\$448.36
Greenery/Bows - 44" Warm White Lit Fir Teardrop/Spray with Commercial-Grade 3D Bow 3rd Entrance: Centering a warm white lit teardrop style wreath on each side of column, crowned with red commercial-grade 3d bow.	2.0	\$224.18	\$448.36

Materials subtotal: \$5,318.32

Subtotal \$5,318.32

20% Discount - \$1,063.66

**Total \$4,254.66**

By approving this project, you acknowledge that you have read, understand, and agree to the Terms and Conditions. For a digital view of our disclaimers, copy and paste this URL into your web browser:  
<https://pro.housecallpro.com/TPGLightingLLC/435919/terms>





**TPG Lighting**

# PROFESSIONAL CHRISTMAS LIGHTING SERVICE

At TPG Lighting, We offer a full complement of Christmas lighting services that brings the holiday spirit straight to you!

*Interested in a recurring service? Take advantage of our service agreement discounts!*



*Check out our photos below!*

## Our Services:

- |                            |                                    |
|----------------------------|------------------------------------|
| ✓ Tree Lighting            | ✓ Wreaths/Garland/Teardrops/Sprays |
| ✓ Bush/Landscapes Lighting | ✓ Structured Bows                  |
| ✓ Roof-Line Lighting       | ✓ Light Pole Banners               |
| ✓ 3D/Specialty Displays    | ✓ Indoor/Outdoor Christmas Trees   |

*Commercial & Residential*

*With our customers, we've earned a reputation of excellent service and look forward to showing you that it is well-deserved.*

*We sincerely appreciate and value your business and look forward to a relationship that lasts a lifetime!*

## Contact Us:



(407) 413-0442



TPGLighting@gmail.com



www.TPGLighting.com



Serving the Greater Orlando Area

*Licensed & Insured*

# How Are We Different?

We understand that the holiday season can be stressful and overwhelming. That's why we strive to make your Christmas lighting experience as seamless and enjoyable as possible.

From the initial consultation to the final installation, our team of experts will work with you every step of the way to ensure that your vision for your home or business is brought to life. We use only high-quality materials to create a stunning and energy-efficient lighting display that will impress your family, friends, and customers.

Whether you're looking for a classic or modern design, we have the expertise to make it happen. Trust TPG Lighting to make your holiday season unforgettable!



## What Our Customers are Saying:



TPG Lighting has been excellent. Working with them has been outstanding! This is my first time placing lights on my home and I could not be more pleased!

TPG Lighting installed their permanent roof-line lights on my home, and now we are the talk of the community! Their customer service and quality of work are unmatched. I would definitely recommend them to anyone who's looking to brighten up their home!

Very professional company, did our lights last year and came out exactly how I imagined! Definitely going with TPG Lighting for our future Christmas lighting needs!

I've been doing my own Christmas lights for years and I could NOT believe how much better it looked with a professional installation. With my increasing age, I'm glad I found a company I can trust.

I have been in property management for 11 years and I'm so glad I was able to find TPG Lighting! From the first contact until the lights were taken down, the whole process was seamless.





# The Leasing Model



## **The Leasing Model Explained:**

The idea behind the leasing model is to make the customer and vendor experience as consistent and streamlined as possible.

Instead of spending a fortune on commercial-grade lights that only have a life expectancy of 3-4 seasons, we spread out the cost for you over that term. When you sign up with us under the leasing model, you are agreeing to lease our product for one season or multiple seasons with a service agreement.

Our leasing service includes:

- Design,
- Installation,
- Maintenance,
- Take-down, and
- Storage.

By leasing our product, you can enjoy the benefits of holiday decorating without the hassle of storing decorations in your home or business during the off-season. Additionally, our team of professionals will handle the installation and maintenance of the decorations, ensuring that they are in top condition throughout the season. Our leasing approach is designed to provide you with a worry-free holiday experience, and we are committed to making sure that each of our customers receives the highest level of service and support.

Lastly, because it is OUR product, there are never any charges for replacing any malfunctioning or faded lighting/decorations. The display will always look amazing with no additional costs for maintenance. With a simple text/email detailing the malfunction, we will dispatch a trained technician within 24-48 hours to provide the necessary repair/replacement.



# Why Sign Up for a Service Agreement?



## Convenience:

For our commercial customers, the biggest challenge they face regarding Christmas lighting is selecting a vendor. Each year, they are typically required to submit 3 bids for all projects. When you sign up with a service agreement with us, you know that you can count on the most reputable Christmas lighting company in town to provide excellent quality and customer service EVERY time.

These service agreements establish a base design. They can always be modified to add more lighting, but the base design would remain the same for the life of the contract.

## Savings:

When you enter into one of our service agreements, Cost savings can come in two forms: the initial discount and price stability.

With a service agreement, **you can save 10-20%** on your first year installation price (% Depending on the size of the job)! When we install a Christmas display, several items are custom-cut to your property which is difficult to re-install on another property. Also, we know that the following year will be faster for installation. As a result, we pass those savings on to you in exchange for engaging in a multi-year agreement.

In light of recent years, price swings can happen in the blink of an eye. Recently, cost of goods and services have skyrocketed! When you enter into our service agreement, the price is locked for the length of the contract. This is tremendously helpful for your annual budgeting!

## Scheduling Availability:

Seeing that this is a seasonal service, there is a finite amount of customers that we can take on each year. Each season, we turn away dozens of customers because we have reached capacity or we cannot receive the products in time. We expand our capacity and inventory annually, but the best way to guarantee your spot is with a Service Agreement.



# TPG Lighting vs. the Competition



**Real Photo Comparisons!**



# TPG Lighting vs. Do-it-Yourself



## Real Photo Comparisons!





# Serving Our Community

Twice a year, we pay our employees a full day to volunteer in our community. One of our more frequent volunteering locations is Second Harvest Food Bank where we sort food to help feed those in need.



# Serving our Employees



Between paid semi-annual fun days, paid semi-annual volunteer days, competitive wages, a Christmas party, retirement plans with company matching, paid vacation, paid corporate holidays, and production bonuses, we make it our priority to value our employees in return for the hard work and dedication they give us on a daily basis.



# References

**Julie Sanchez with MetroWest Master Association:**

Company: FS Residential

Phone #: 407-601-5995

Email: mwma.mgr@cfl.rr.com

**Richard Drake with Highgate HOA and Lake Butler Sound:**

Company: Sentry Management

Phone #: 352-243-4595 ext. 59008

Email: rdrake@sentrymgt.com

**Jamie Biggs with Solterra CDD:**

Company: Vesta Property Management

Phone #: 407-436-4993

Email: jbiggs@vestapropertyservices.com

**Timothy Hayes with Vizcaya HOA:**

Company: Artemis Lifestyles

Phone #: 407-705-2190 ext. 212

Email: thayes@artemislifestyles.com



## Insurances Carried

General Liability: **\$1,000,000.00**

Excess/Umbrella Liability: **\$1,000,000.00**

Auto Insurance: **\$1,000,000.00**

Workers Compensation Insurance: **\$1,000,000.00**

*Upon approval, we would be more than happy to have our insurance certificates updated to reflect the customer name.*



# TPG Lighting



# Sample Photos of Previous Work





# Sample Photos of Previous Work





# Sample Photos of Previous Work





# Sample Photos of Previous Work





# Sample Photos of Previous Work







**TPG Lighting**

## **SUPPLEMENTAL INFORMATION GUIDE:**

### **SCHEDULING, CONTACT, DISCLAIMERS, AND OTHER IMPORTANT INFORMATION**

#### **Scheduling:**

In order to accommodate hundreds of clients, we have set in place our default “*Window*” scheduling in an effort to make as much room as possible for all of our current and potential customers.

This scheduling aims to install discreet, low-impact decorations earlier in the season and more obvious decorations after Halloween.

This scheduling should accommodate the vast majority of our customers, but if there is a specific reason that you need to deviate from this scheduling, please let us know ASAP via phone, email, or text. Some valid reasons for needing a customized installation timeline would be as follows:

- HOA Restrictions
- City/Township Restrictions
- Scheduling conflicts with other contractor projects

***See the following pages for our default scheduling windows:***



**Contact Us:**



(407) 413-0442



TPGLighting@gmail.com



www.TPGLighting.com



Serving the Greater Orlando Area

# **Scheduling Window #1:**

## **October 1st - Thanksgiving Eve**

### **Roof-line Installation**



### **Tree Lights Installation**





# **Scheduling Window #2:** **November 1st - Thanksgiving Eve**

## **Wreaths, Garlands, Teardrops, & Bows**



## **Bush and Ground Lights Installation**





## **Turn-On Window:**

**1-2 calendar days after Thanksgiving**



## **Maintenance Window:**

**From when lights are turned on until they are taken down**



## **Take-Down Window:**

**January 2nd - 31st**



# **Disclaimers:**



- A non-refundable 50% deposit is required before the project can be placed on the schedule.
- There are discounts available for customers who sign up for a 3-year service agreement. This discount varies on the type of job, so simply ask and we will be happy to provide you with the available discount!
- This is a leasing agreement in which the contractor owns all decorations which are leased to the client during the holiday season (Unless otherwise explicitly agreed).
- TPG Lighting is responsible for providing the decorations, labor, installation, maintenance, removal, and storage of the decorations at the end of the season (Unless otherwise specified).
- For all customer-owned product that is stored on the Client's behalf, if 12 months have passed since the last time it was used and has not been picked up by the Client or an authorized representative, the ownership of the product reverts to TPG Lighting.
- All landscaping such as trees and bushes that we are decorating must be trimmed to the standards below provided in this proposal by the beginning of the corresponding installation window.
- For any electrical work performed by a licensed electrician that TPG Lighting orchestrates on behalf of the client, we will pay the invoice and the client will reimburse TPG Lighting for the cost plus 20% of the electrical invoice. If the property wants to use their electrician, we will identify where outlets are needed, and it is the responsibility of the client to install the outlets before we arrive to install decorations and to keep them operational during the season.
- We will affix permanent studs for hanging decorations when necessary.
- It is the responsibility of the client to inform TPG Lighting of any lighting outages along with a description of the issue and a photo texted/emailed to us. Texting is preferred. Diagnosis and repair will take place within 24-48 hours. Our textable phone number is 407-413-0442. Our email is [TPGLighting@gmail.com](mailto:TPGLighting@gmail.com).
- The Maintenance phone and email will be monitored from 7 AM to 8 PM daily from October 1st to January 31st. If any requests are received after 8 PM, we will respond the next business day.
- Any damage or theft of our decorations that is not part of normal wear and tear or from acts of God will be billed to the client with a \$250 trip charge plus material cost. Feel free to seek reimbursement from the party responsible for the damage or theft.
- Black-out dates that no maintenance will be performed are Thanksgiving Day, Christmas Eve (After 12:00 Noon), Christmas Day, New Year's Eve (After 12:00 Noon), and New Year's Day.
- Any locks that are present on outlets that need to be used for a power source will be cut off if not removed prior to our arrival.
- Irrigation schedules around our decorations should be changed and set to run between the hours of 8 AM and 3 PM. Our lights are water-resistant but when they are on, active watering can cause GFIs or breakers to trip.
- No person outside of TPG Lighting may tamper with the lights, timers, or electrical cords related to the project.
- Lighting installations, maintenance, and take-down will be scheduled according to the this proposal
- If decorations are installed according to the dates dictated in this proposal and the customer requires us to remove the decorations and re-install the decorations at a later date, TPG Lighting reserves the right to invoice up to 50% of the job's annual value for the removal and re-installation.



# Palm Tree Standards:

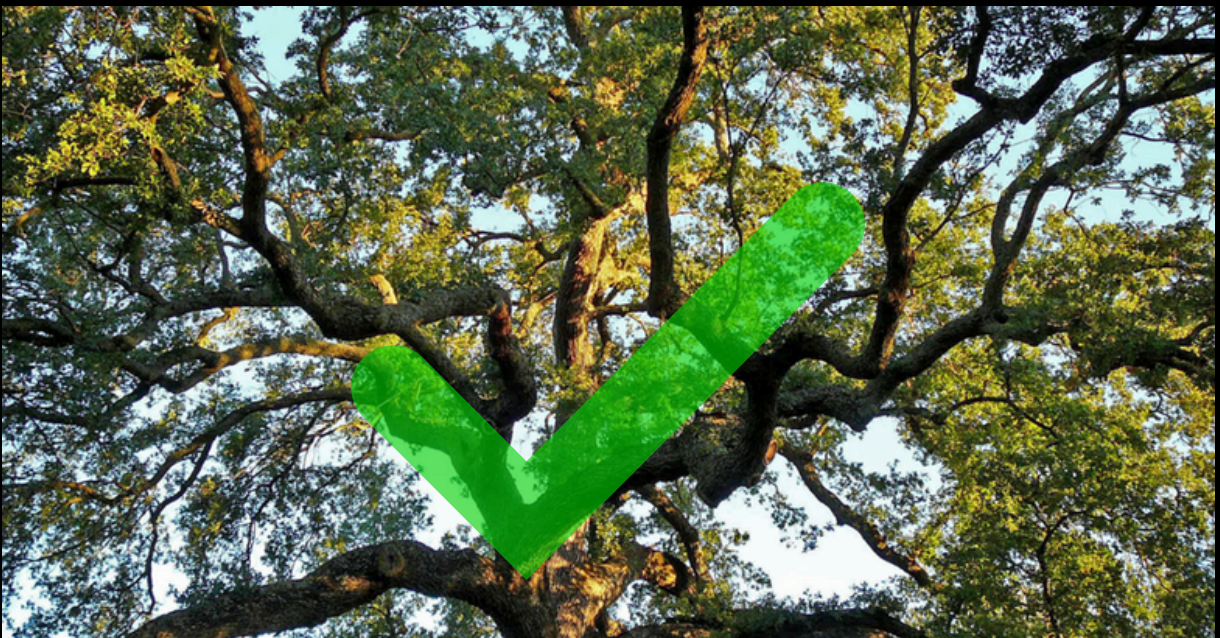
Make sure all dead fronds, husks, or previously trimmed frond bases are trimmed prior to installation. All husks must be removed to increase the visibility of the lights and to avoid slippage of the lights down the trunk (See Below). Please coordinate with your landscapers based on the earliest installation date of October 1st above.





# Oak Tree Standards:

Before we wrap oak trees, it is essential to eliminate any tree moss hanging in the areas we will be wrapping (See Below).  
Please coordinate with your landscapers based on the earliest installation date of October 1st above.





# Bush/Hedge Standards:

Before we wrap bushes and hedges, it is essential to trim them just before we come out to decorate them (See Below).  
Please coordinate with your landscapers based on the earliest installation date of November 1st above.



# Most Common Maintenance Request:

## Reset Outlet GFI

About 80-90% of the maintenance requests that we receive revolve around setting the GFI switch on the outlet. This may present itself as the following:

- One side of a community entrance lights up and the other side does not
- The lights were on for part of the night but turned off the remainder of the night
- Nothing is turning on at all

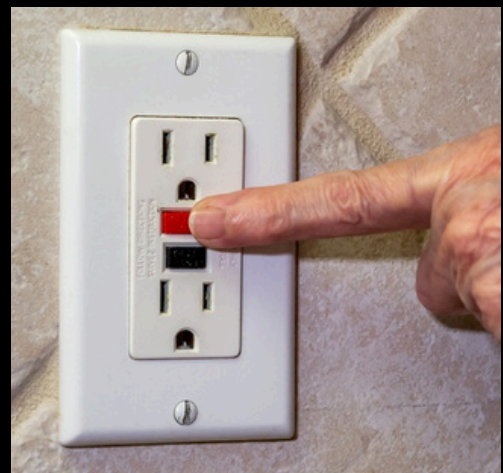
Sometimes the outlet just trips for no discernable reason, but the 2 most common reasons that the GFI trips is from the following:

1. **Moisture:** Although our commercially-rated lighting is water resistant, anytime that they are actively being soaked while operating can result in an outlet trip. We can't control inclement weather, but adjusting your irrigation schedule to run during the day will prevent many of these issues.
2. **Damaged Wire:** Usually from careless landscaping or small animals, sometimes the wires can be damaged. If there are any exposed wires where the metal wire is showing, it can cause the outlet to trip.

Although, service calls are always free, sometimes a repair can take 24-48 hours to take place. For faster service, you can always reset the outlet yourself. If it happens more than once, then there is likely a moisture issue or some wires have been damaged. In this case, TPG Lighting would need to thoroughly inspect the lighting system to further diagnose the issue.

To reset the outlet yourself, please see the images below:

### What a tripped outlet looks like:







# MULTI-SEASONAL ROOFLINE

## LIGHTING PROPOSAL



# **TPG Lighting**

## **Licensed and Insured**

(407) 413-0442

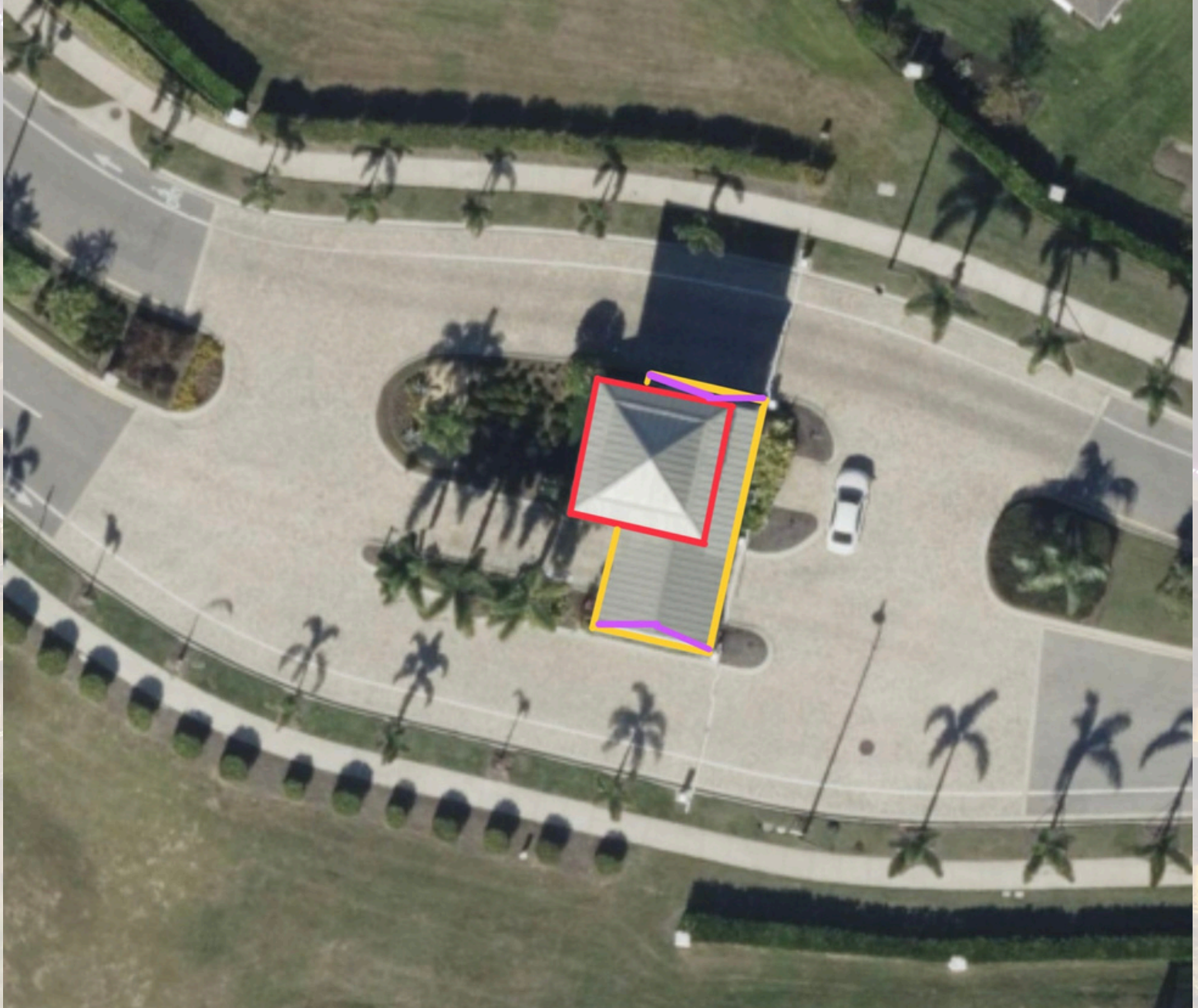
[TPGLighting@gmail.com](mailto:TPGLighting@gmail.com)

[www.TPGLighting.com](http://www.TPGLighting.com)

**Four Seasons CDD  
2112 Antilles Club Dr  
Kissimmee, FL 34747**



# ROOFLINE INSTALLATION MAP





# PROJECT RENDERINGS





# PROJECT RENDERINGS





# **ABOUT BOSSO**

**Illuminate your home with confidence using Bosso Smart Lighting, the premier choice for permanent exterior LED lighting. Engineered for longevity, Bosso's LED fixtures boast an impressive lifespan of up to 50,000 hours, equating to approximately 25–30 years with typical usage . Each system is supported by a 5-year parts warranty and a 1-year labor warranty, ensuring your investment is protected.**

**Bosso's smart lighting solutions offer unparalleled customization, allowing you to select from over 16 million colors, adjust brightness levels, and choose from hundreds of preset patterns. Whether you're celebrating a holiday, enhancing home security, or showcasing your property, Bosso provides the flexibility to tailor your lighting to any occasion. Control is seamless via a user-friendly mobile app compatible with both iOS and Android devices.**

**Experience the fusion of durability, innovation, and aesthetic appeal with Bosso Smart Lighting—where your home's brilliance is just a tap away.**



# Bosso App

## BOSSO APP MAIN FEATURES

Cloud Control/Control From Anywhere

Individual LED Control

Effect Previews

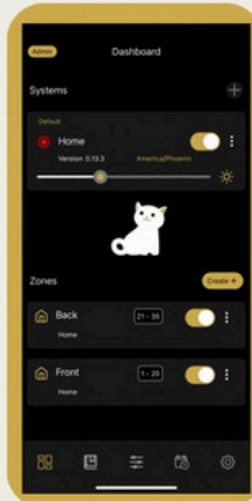
Scheduling for Lights

15+ Animations

200+ Presets

APP Demo Mode to Show Customers

## Bosso App



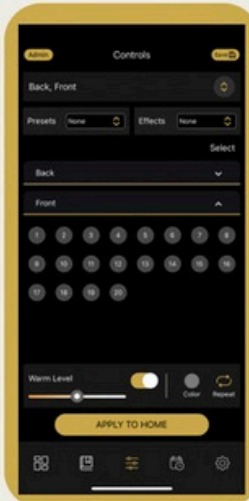
### Admin Feature

Service a customers app remotely without asking them for their login



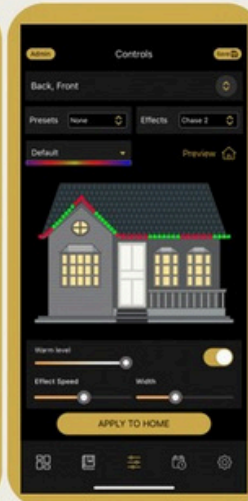
### Preview

See static AND moving preset previews from app



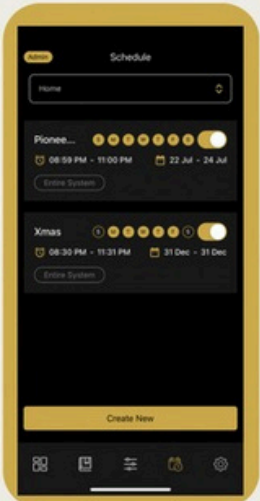
### Individual LED control

Make custom presets with our innovative "Repeat" feature



### Smooth customization

Adjust presets and preview what it looks like while on the home



### Easy schedule

Adjust schedule to repeat and activate on certain days



# 3 LED Light Module Specs

TECHNICAL FEATURES				
LED TYPE	SMD 5050		Conformity	CE, ROHS, UL
LED/MODULE	3		Module Dimension	30 MM
LED DRIVING METHOD	Constand Voltage Driver integrated		Warrenty	Lifetime
MODULE QTY/METER	5 PC/string/1PC/s tring		Life Span: White	50,000 Hours
Lumens/Light	72		# Consecutive Modules connected	Unlimited
TECHNICAL OPERATING DATA				
Operating Temperature	-25C - +60C		Storage Temperature	-30C - +70 C
Operating Voltage	DC 12 V		IP Degree	IP68
Power Consumption / Module	0.96W		Rated Current/Module	80MA
Chain Can Be Subdivided	Every 5 Module, or 1 Module		Radinace Angle	120 Degrees





# Bosso Control Unit

350 W 29 A 12V Power Supply

ESP 32 Controller

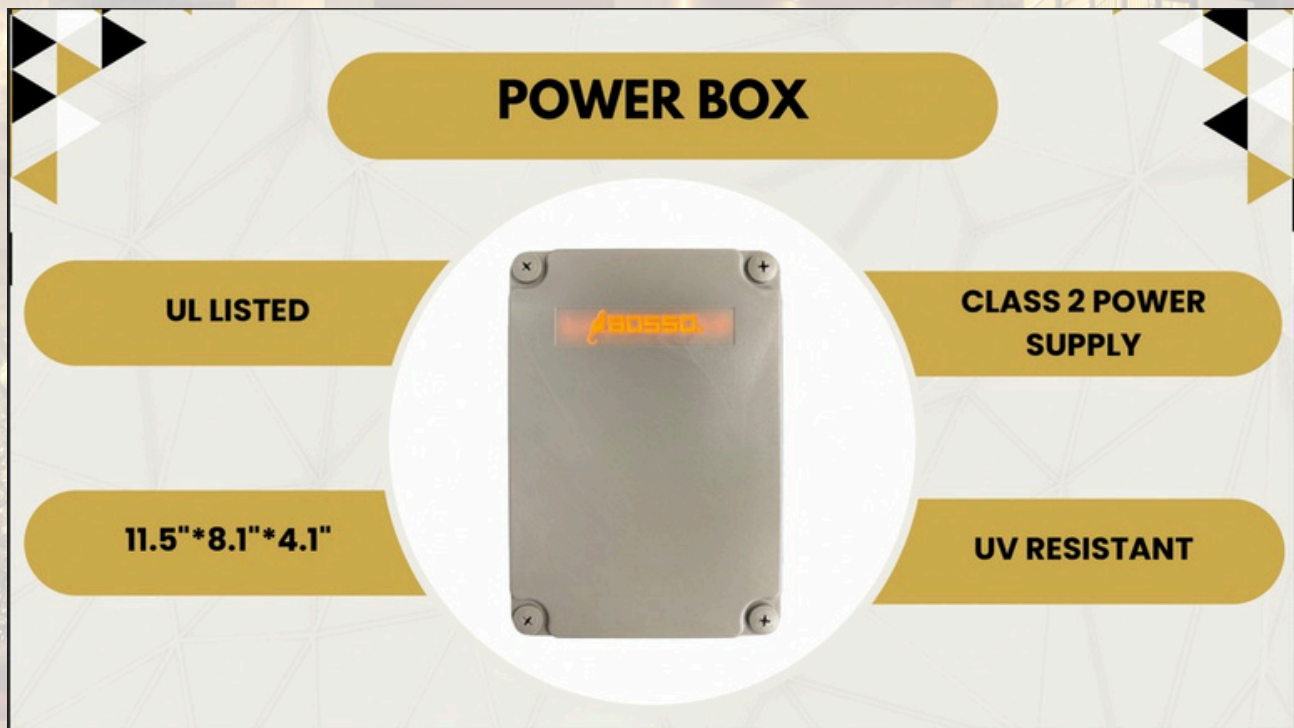
Can power 200 ft of lights

1 controller every 1,000 lights

2 Fuses

UL, ROHS, CE Rated

Class 2 Rated





## Installation Photos





# Installation Photos





ESTIMATE	#1767
ESTIMATE DATE	Aug 18, 2025
TOTAL	\$11,466.12

K. Hovnanian's Four Seasons at Orlando  
2112 Antilles Club Dr  
Kissimmee, FL 34747

(630) 806-0069  
tpeltier13@gmail.com

CONTACT US

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Lake Monroe, FL 32747

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ESTIMATE

Services	qty	amount
Bosso Roofline	1.0	\$0.00
Installation of Bosso Smart Lighting System to the Guard Gate, and extended to entry columns.		
System will be connected to Wi-Fi networks, and controlled via a smartphone application.		
Color matching tracks will be used to match the existing color as close as possible.		
System Comes with a 5 year Manufacturer Warranty.		

Services subtotal: \$0.00

Materials	qty	unit price	amount
Bosso - Permanent Roofline Lighting	100.0	\$22.50	\$2,250.00
Guard Top roofline Beige color matched track [Red on Installation Map]			
Bosso - Permanent Roofline Lighting	106.0	\$22.50	\$2,385.00
Guard Bottom roofline Beige color matched track [Yellow on Installation Map]			
Bosso - Permanent Roofline Lighting	48.0	\$22.50	\$1,080.00
Guard Gable roofline Beige color matched track [Purple on Installation Map]			
Bosso - Permanent Roofline Lighting	66.0	\$22.50	\$1,485.00
Main Entrance (2) column roofline Beige color matched track			
Bosso - Permanent Roofline Lighting	66.0	\$23.00	\$1,518.00
2nd Entrance (2) column roofline Beige color matched track			
Bosso - Permanent Roofline Lighting	66.0	\$23.00	\$1,518.00
3rd Entrance (2) column roofline Beige color matched track			
Miscellaneous - Miscellaneous/Specialty	120.0	\$4.00	\$480.00
Outdoor Wifi extenders to amplify signal to the gate monument control modules			



Materials subtotal: \$10,716.00

Subtotal	\$10,716.00
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Tax (FL Sales Tax 7%)	\$750.12
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<b>Total</b>	<b>\$11,466.12</b>
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By approving this project, you acknowledge that you have read, understand, and agree to the Terms and Conditions. For a digital view of our disclaimers, copy and paste this URL into your web browser:  
<https://pro.housecallpro.com/TPGLightingLLC/435919/terms>



## SECTION IV



**From:** Tom Maskell <tpmaske@gmail.com>  
**Subject:** Consideration for CDD Board - Tom Maskell  
**Date:** June 1, 2025 at 6:24:25 PM EDT  
**To:** Jason Showe <jshowe@gmscfl.com>

**Jason,**

**I would like to be considered for an appointment to the CDD board to fill one of the vacancies resulting from the recent resignations by KHov employees.**

**Tom Maskell  
7917 Hanson Bay Place**



## **Consideration for CDD Board**

Thomas Maskell  
7917 Hanson Bay Place

### **Community/District Experience**

CDD/HOA briefing - developed and presented an introductory overview of CDDs, HOAs, their differences, and the specific roles of each in the Four Seasons at Orlando community. I have a strong working knowledge of Florida statutes as well as the FSO governing documents.

Pre-transition Team (PTT) - as a member of the PTT (on multiple committees including Finance) helped to build a framework of needs to aid in the transition from builder to homeowner control. Primarily focused on the HOA transition, we did identify areas related to the CDD transition and made them available as needed.

Community Engagement - active in all aspect of the community. Worked with community members and KHOV Board to address issues pre-transition. I have a strong working knowledge of the community and the issues facing it.

In general, I focused on familiarizing myself with Florida statutes and our community's governing documents and using that knowledge to help the community understand the roles of both the CDD and HOA and have that understanding lead to better communication and accountability between homeowners and the CDD and HOA. In turn that should result in smoother operations of the CDD.

### **Professional Experience**

IBM Corporation:

- Senior Systems Engineer - responsible for technical support to public and private sector clients across IBM product range.
- Senior Consultant - provided consulting services to public and private sector clients including process reengineering and strategic planning.

Department of Defense:

- Staff Officer, Office of the CIO - provided support to CIO and Deputy CIO in planning, budgeting, and technology implementation.
- Chief, Strategic Planning, responsible for development for Agency-wide strategic plan including program/budget development and performance measures.
- Chief, Strategic Communications - led a group of strategic communications professionals in developing and executing communications strategies for internal communications at the Agency level.

Education: BA in English/American Studies; MBA with a concentration in Marketing







On Jun 10, 2025, at 12:39 PM, David Horn <[dhorn4seasons@gmail.com](mailto:dhorn4seasons@gmail.com)> wrote:

Hello Jason,

My name is David Horn and I am a resident of the Four Seasons Orlando (FSO) Community in Kissimmee, Florida. I would very much like to become a Windward Community Development District Board of Supervisor by filling one of the two available District Board vacancies. Per the e-mail you sent to Ms. MaryEllen McCormick regarding these vacancies, attached for your consideration is my resume.

You'll see from my resume that I have considerable experience in managing contracts and individual contractors and, in performing oversight of Capital Improvement projects. Also, you should know that I am currently a member of two Ad Hoc committees (the Maintenance & Operations and Communications committees) in the FSO community that report directly to the FSO Board of Directors. I understand that my membership in either or both FSO Committees may have to be adjusted if I am fortunate enough to be chosen to fill one of the vacant Windward CDD District Board of Supervisors positions.

Should any additional information about me be required by you or any other CDD board member, please contact me directly by telephone, text, or e-mail using the information noted below.

Thank you in advance for your consideration.

Resume DKH (Final) - 6-10-25.pdf



Respectfully,

David Horn  
7754 Four Seasons Blvd  
Kissimmee, FL 34747  
Tel: (631) 560-2309  
e-mail: [dhorn4seasons@gmail.com](mailto:dhorn4seasons@gmail.com)



**David Keith Horn**  
**7754 Four Seasons Blvd**  
**Kissimmee, FL 34747**  
**631.560.2309 (Cellular)**  
**dhorn4seasons@gmail.com**

**June 10, 2025**

**Experience  
Summary**

A highly motivated, goal oriented, successful manager with exceptional team management, organizational and administrative skills. More than 54 years of experience in planning, contractual development, oversight, execution, and control of transit-related design, construction, and new technology projects. Twenty-three years of that experience was in providing project management oversight services for the U.S. DOT Federal Transit Administration and the New York Metropolitan Transportation Authority. Over 29 years of experience was in key leadership roles in program management and the management of operations personnel at the Long Island Rail Road.

**Professional  
Summary**

**DKH Consulting, LLC**  
**Owner / President**

**(2/13 to Present)**

Independent consulting firm specializing in project management oversight of transit-related construction and design projects. Services include providing assessments to improve the effectiveness and efficiency of managerial activities in transit-related projects and effectively evaluating and monitoring transit-related projects in areas of design, scope, budget, and schedule performance throughout the planning, design, construction, and close out phases of the project. Areas of expertise include railroad signaling and communications, new railcar procurements, systems integration, and technical writing.

Engaged by a consulting firm in 2013 to represent the U.S.DOT/Federal Transit Administration in Region II as the Systems Integration Manager in charge of the oversight of \$936 million worth of contracts on the MTA's \$11.13 billion East Side Access (ESA) Project. Specific responsibilities as the oversight Systems Integration Manager dealt with the oversight of design; fabrication; installation; and integrated testing of electrical, mechanical, communications, and control systems on the new ESA route from Long Island to Grand Central Terminal in Manhattan. Systems-related component activities being evaluated and monitored included communications networks, railroad signaling systems, public address and CCTV systems, Traction Power Substations, security systems, fire detection and suppression systems, tunnel ventilation systems, and microprocessor-based centralized train operation control facilities required for the operation of Long Island Rail Road train service. ESA operational service commenced in February 2023.

Previous work included serving as a Technical Editor to a major transportation agency. Work scope included reviewing and editing reports that were prepared by the agency's Independent Engineering Consultant (IEC) on high-risk projects to ensure the reports were of professional quality and provided comprehensive and accurate information to the agency's executive management. Another work effort for a major transportation agency was

serving as the leader of a Task Force to develop a guideline that would be used by all the agency's operating units to improve specific internal processes.

**McKissack & McKissack**

**Senior Project Manager**

**(3/09 to 1/13)**

**New York MTA Independent Engineering Consultant**

Served as the lead Independent Engineering Consultant (IEC) providing overall responsibility for program management oversight of the New York Metropolitan Transportation Authority's (MTA) \$1.2 billion Capital Security Program; a program that enhanced the security of the facilities and operations of the transportation network operated by the MTA and its subsidiaries and affiliates. Managerial duties included the direct oversight of 34 highly sensitive security initiatives and the supervision of several other McKissack and sub-consultant personnel involved in the oversight of the MTA's Capital Security Program. Analyzed and prepared Security Program status documentation and recommendations, participated in Security Program strategy meetings, and made presentations to MTA's Executive management and Board of Directors on a periodic basis. At the behest of MTA's Director of Security and other MTA Executive management, served as the owner's project management representative on security-related projects by providing high-quality, confidential, and professional observations, evaluations, recommendations, and reports related to key program/project management elements.

One additional duty included serving as the IEC's representative on an Executive level three-person team to interview industry contractors, provide reports on findings, and assess how the MTA could improve how it does business with the contracting community. To complete that assignment, served as the leader of a two-person team to develop a MTA-wide Best Practices Guideline that addressed one of the major concerns from the contractors.

**Jacobs Carter Burgess**

**Senior Project Manager**

**(8/04 to 3/09)**

**New York MTA Independent Engineering Consultant**

Served as the lead Independent Engineering Consultant (IEC) providing overall responsibility for program management oversight of the New York Metropolitan Transportation Authority's (MTA) Capital Security Program, Managerial duties included the direct oversight of numerous highly-sensitive security initiatives and the supervision of several other Jacobs Carter Burgess and sub-consultant personnel involved in the oversight of the MTA's Capital Security Program. Analyzed and prepared Security Program status documentation and recommendations, participated in Security Program strategy meetings, and made presentations to MTA's Executive management on a periodic basis.

An additional responsibility while engaged as the MTA's IEC was to provide program management oversight for \$3.2 billion of Signal and Communications



projects at three of the MTA's Operating agencies. Managerial duties included the supervision of three IEC personnel who performed the direct oversight of these projects and prepared periodic reports on the monitored projects for members of the MTA's Board of Directors that sit on the Capital Program Oversight Committee.

Other duties included the overall responsibility for management of a sub-consultant joint venture that performed a fast-tracked analysis of certain elements of the MTA's Capital Security Program. The sub-consultant's tasks included reviewing security-sensitive design documents, identifying gaps or missing design elements, and providing recommendations on opportunities for improvement in overall security for MTA assets.

**Fluor Infrastructure/Transportation****Project Director****(8/99 to 8/04)****Program Management Oversight Program**

Provided program management oversight, as a representative of the U.S.DOT/Federal Transit Administration in Region II, on federally funded transit-related projects in the New York City Metropolitan area. Assignments included the oversight of three railcar procurement contracts, valued at approximately \$3.45 billion, for New York City Transit and a \$1.2 billion program associated with the design, manufacture, installation and/or rehabilitation of signaling and high technology, microprocessor-based train control systems on the New York City Transit system. Other assignments included the oversight of the construction of a \$44.6 million Rail Control Center, which now serves as the control center for the entire New York City Transit subway system, and program oversight of the New York Metropolitan Transportation Authority's multi-billion dollar East Side Access (ESA) project, a new rail link to provide strategic improvement of regional mobility to Long Island and Queens residents via direct access to Manhattan's east side and Grand Central Terminal. Evaluation of schedule and cost controls, analysis of program management issues and capabilities, and development of recommendations to mitigate problems and increase the likelihood of achieving project goals in a timely manner were elements of the ESA project oversight responsibilities.

**Long Island Rail Road****Senior Project Manager****(3/96 to 6/99)****Capital Program Management**

Managed several multi-departmental teams involved in two contracts to design and procure \$473 million of new Electric Cars for the Long Island Rail Road and Metro North Railroad, and four contracts to design and manufacture \$412 million of new Diesel Fleet equipment, while simultaneously performing direct management or oversight of eight projects, worth \$124 million, associated with the rehabilitation or modification of existing Long Island Rail Road rolling stock. Served as the primary liaison between the Long Island Rail Road's

corporate quality department and its Maintenance of Equipment department on capital projects that involved the procurement or modification of railcar and locomotive fleets.

**Project Manager – Capital Program Management (2/89 to 2/96)**

Developed, planned, reviewed, coordinated, and managed major capital improvement programs in all disciplines of railroad operations. Maintained liaison with and provided coordination and direction of consulting engineers, contractors, and vendors engaged in technical studies, designs, and construction of major improvement projects and equipment procurements for the Long Island Rail Road. Provided leadership within the Capital Program Management department in redefining the role of quality program managers in the implementation of capital improvement projects by working with the railroad's Quality Assurance director to establish protocols for integrating quality control and quality assurance specialists into the project management teams.

**Engineer - Communications Maintenance (1/88 to 2/89)**

Planned, organized, and directed the activities of 67 management and labor personnel involved in the procurement, installation, and maintenance of all voice and data telecommunications systems for the Long Island Rail Road. Provided essential management oversight and guidance for all railroad departments and operations requiring voice or data communications services.

**Engineer – Communications Construction (1/85 to 1/88)**

Planned, organized, and directed the activities of 60 Communications department personnel to effect the installation and implementation of Communications and Signaling equipment and systems.

**Supervisor – Communications (6/78 to 1/85)**

Overall responsibility for 120 personnel involved in the design, installation, and maintenance of telephone, radio, closed circuit television, security, voice, data, and signal carrier systems. Additional duties included application of administrative and technical skills to implement the satisfactory construction and maintenance of Communications appurtenances and plant facilities.

**Assistant Supervisor – Signals (6/75 to 6/78)**

Responsible for the installation and maintenance of railroad signaling systems that included highway crossing protection, electronic supervisory circuits, track switching equipment, and automatic speed and train operation controls.



**Junior Engineer – Signals and Communications (7/73 to 6/75)**

A Management Training Program requiring work in repair shops, administrative and operations sections, and engineering departments throughout the company.

**Junior Engineer – Signals, Power and Communications (6/70 to 3/71)**

Responsible for the field inspection and control of \$69 million of railroad electric propulsion substation construction. Provided direct liaison between non-railroad contractors and railroad management staff. Employment at the Long Island Rail Road interrupted for Military Service.

**Education** Master of Business Administration (Total Quality Management)  
Dowling College, 1996.

Bachelor of Science Electrical Engineering (BSEE)  
Stevens Institute of Technology, 1970.

Cornell University, Management Studies Program, 1984.

Total Quality Management - American Society for Quality Control, 1992.

**Military** **New York Air National Guard - Captain (7/73 to 8/78)**  
**U.S. Air Force - 1st Lieutenant (3/71 to 6/73)**  
**Security Clearance: Secret (Department of Defense) (3/71 to 8/78)**

Design and installation of communications systems.

**Professional Memberships** Institute of Electrical and Electronics Engineers (IEEE)  
New York Section (Chair) – 2010-2012 & 2017-2019  
Senior Life Member  
Vehicular Technology Society (Past Chair)  
Communications Society  
Women in Engineering Society  
American Railway Engineering & Maintenance-of-Way Association (AREMA)

The first part of the paper discusses the importance of the research and the objectives of the study. It highlights the need for a comprehensive understanding of the subject matter and the role of the researcher in this process. The second part of the paper presents the methodology used in the study, including the data collection methods and the analysis techniques. The third part of the paper discusses the results of the study and the conclusions drawn from the findings. The final part of the paper provides a summary of the key points and offers suggestions for future research.

The research was conducted in a systematic and rigorous manner, following the principles of scientific inquiry. The data was collected from a representative sample of the population, and the analysis was performed using advanced statistical techniques. The results of the study are presented in a clear and concise manner, allowing for a thorough understanding of the findings. The conclusions drawn from the study are based on the evidence presented and are supported by the data.

The study has several limitations, which are discussed in the paper. These limitations include the sample size, the time period of the study, and the potential for bias. Despite these limitations, the study provides valuable insights into the subject matter and contributes to the existing body of knowledge. The findings of the study have important implications for practice and policy, and they provide a basis for further research in this area.

In conclusion, the study has shown that the research is a complex and multifaceted process that requires a deep understanding of the subject matter and a commitment to scientific rigor. The findings of the study are significant and provide a valuable contribution to the field. The study also highlights the importance of ongoing research and the need for a continuous effort to advance our understanding of the world around us.



**From:** Spencer Hoyt <Spencer.Hoyt@att.net>  
**Subject:** Windward Community Development District Board of Supervisors (CDD BOS) Open Seats  
**Date:** June 17, 2025 at 8:12:19 PM EDT  
**To:** JShowe@gmscfl.com

Hello Jason,

I hope this finds you well. I am interested in submitting my name for one of the two vacancies currently open in the Windward CDD BOS.

As both a leader and individual contributor over my 35+ year career, I have an extensive business and partnership development background in government related business endeavors. This includes entrepreneurship, national account management and senior leadership experience across the federal and commercial healthcare markets.

I am confident in my ability to make an immediate and long-term impact as the next member of the Windward CDD BOS.

Throughout my career, I have been successful in formulating business and development strategies. This included navigation of the highly nuanced federal healthcare space as a policy maker. As a result, I have produced over \$1B in revenue since 1995.

My communications skills are top-notch and I am adept at presenting technically complex information to both small and large groups. In addition to my corporate and entrepreneurial leadership roles, I have several years of community development as both a consultant and political candidate. This was anchored by my interest to make a difference in my community and formal graduate studies in Urban Planning at the School of Architecture and Urban Planning at the University of Wisconsin-Milwaukee.

I've held Top Secret clearance during my 14 years of military service, including my appointment as a Commissioned Officer in the Medical Service Corps by the POTUS.

My diversified perspective from serving in 3 different branches of the military (USN, USAFR, USAR) offers unique insights that are solution based and will serve the Windward CDD BOS in robust ways.

Further, I have been called upon by company executives to reinvigorate business units, turnaround underperforming regions, and serve on leadership committees critical to the success of the business. My success has been defined by my individual and team accomplishments through a cross functional team approach, strong analysis skills, solid business instincts, and considerable practical experience throughout scientifically demanding specialty health care markets.

I am accustomed to wearing many hats and have established complex business practices in both large and small companies that embrace a highly ethical, scientifically based, customer centric approach.

I would welcome an opportunity to meet with the Windward CDD BOS to discuss my qualifications and candidacy in further detail.

Best Regards,

**SPENCER HOYT | Government Markets-Managed Markets & Market Access**  
Combat Veteran, USN, USAFR, USAR, Prior Medical Service Corps Officer

"The Reward of One Duty is The Power To Fulfill Another..." ~ George Eliot

Spencer.Hoyt@att.net  
7714 Four Seasons BLVD  
Kissimmee, FL 34747  
Cell: 414-530-3225  
<http://LinkedIn.com/in/SpenceraHoyt>

# SPENCER A. HOYT

Orlando / Milwaukee / Remote (414) 530-3225 • Spencer.Hoyt@att.net

## Federal Healthcare Markets

• Pharmaceutical / Biologics / Diagnostics / DME / Capital Equipment / Injectables

Our best strategies for positive change are dependent on brilliant, collaborative, ever-learning teams who bring powerful ideas to reality. Creating environments that unleash amazing people, achieving extraordinary results is what I do. As a widely recognized leader of purpose-driven organizations, I bring exceptional communication skills and a deep record of success in small and large companies embracing team centric entrepreneurial environments. I have been leading industry wide initiatives, national programs, and professional organizations for decades. **Every decision I make is anchored by patient care and driven by innovation with a federal healthcare markets focus and corporate growth mindset as my barometer.**

### Core Competencies:

- VA / DOD / Federal Health Care Markets
- Strategic & Tactical Business Planning
- Specialty Supply / Distribution Channels
- Oncology-Biologic-Injectable-Diagnostics
- KOL / Advocacy Relationship Development
- Internal / External Brand & Policy Development
- Cross Functional Teamwork and Leadership
- Extensive Development of Strategic Partnerships
- Consultative / Value-Add Communication Techniques
- Integration of Commercial / VHA / DOD Markets

## PROFESSIONAL EXPERIENCE

**Federal Insights Consulting** – Orlando, FL

2024 to Present

*We Translate prescriber, patient, payer and healthcare service providers knowledge into patient centric, sales strategies for client companies seeking to enter or expand their business in the Federal Health Care Markets*

### President, Federal Business

This field-based role is responsible for developing top down / bottom-up strategies to enhance and accelerate client product utilization across all federal health agencies nationally. Product portfolio & therapeutic categories served include Federal Contract Ready Analysis, DME, Biotech, Pharmaceuticals, Oncology, Diagnostics, AI, Cognitive Behavioral Therapies, and other therapies in an ongoing evolution of client services. Servant roles include: Sherpa, Advisor, Interpreter, Ambassador, Innovator and Advocate.

**Guidance Redefined**, (contracted through Federal Insights Consulting) – Orlando, FL

2025 to Present

### Vice President, Federal Markets

This field-based role is responsible for developing top down / bottom-up strategies to enhance and accelerate client product utilization across all federal health agencies nationally.

**Velocity BioGroup, LLC** – Sedona, AZ

2022 to 2024

*VBG Translates prescriber, patient, payer, and healthcare service providers knowledge into sales strategies for client companies seeking to enter or expand their business in the Federal Health Care Markets*

### Vice President, Federal Business

This field-based leadership role is responsible for developing and executing top down / bottom-up strategies to enhance and accelerate client product utilization across all federal health agencies nationally. Product portfolio includes Federal Contract Ready Analysis, Pharmaceuticals, Oncology, Diagnostics, AI, Cognitive Behavioral Therapies, and other therapies in an ongoing evolution of client recruitment.

Select Achievements and Notable Scope of Work

- Federal Business Division Head with 9 staff • Expanded federal business client base 400% by securing / renewing 8 new & existing clients • exceeded client-based sales objectives YTD revenue by 130%, Expanded VBG federal sales team by 200% (3-6) • Recruited by **AMSUS-SM Leadership** for appointment as **Chair of AMSUS-SM New Membership Committee** • Long standing member of AMSUS SM VA Committee

**SUN PHARMA** – Princeton, NJ

2022 to 2022

*Sun Pharma is the world's fourth largest specialty generic pharmaceutical company and No. 1 in India. SUN Pharma provides high-quality, affordable medicines trusted by customers and patients in over 100 countries. SUN Pharma's global presence is supported by more than 40 manufacturing facilities spread across 5 continents, R&D centers across the globe and a multi-cultural workforce comprising over 50 nationalities.*

### National Director, Department of Veterans Affairs Business

This field-based leadership role is responsible for developing and executing strategies to enhance and maintain optimal access for SUN Pharma medications nationally.

- Established **Cross-Functional** Federal processes for operational & sales pull through for Oncology, Biologics, Specialty Dermatology, HEOR, Market Access and Brand business units.
- Represent SUN with industry trade organizations including both the Dept of Veteran's Affairs and Medical Technology Committees with **AMSUS** and the Medical / Surgical Subcommittee with the **Coalition for Government Procurement**.



**SDVOB-Medical, LLC** – Milwaukee, WI

2011 to 2021

*National Health Care Consulting, Value Added Re-seller, and Managed Care Access Company Exclusively **Serving the Federal Health Care Markets***

## **President and Founder**

Established this firm to advise and guide diagnostic, pharmaceutical, biologics, and medical device companies in the integration of clinical use and policy benefits and drive national pull-through / contracting strategies within the DOD and VA at the local, VISN, and various national acquisition centers, including NAC, SAC, TAC, DALC, DLA & DHA within the Federal Health Care Markets. Educate and garner buy-in from senior leadership on policy benefits designed to develop broad based adoption. Advise stakeholders on the nuances of policy governance, government acquisition and procurement, coordination of clinical and policy decisions, cost- driven constraints, P&L, business analytics, health care provider training, marketing, specialty distribution channel development, pre-market product, sales approach / team education, market access, buy & bill, private label manufacturing, public relations and advocacy consulting. Analyze products and research potential federal market acceptance to determine go / no-go decisions by company stakeholders. Specializations include Government Markets, VA, DOD, Public Health Services, and Indian Health systems.

**Adaptive Biotechnologies**, (contracted through SDVSOB Medical, LLC) – Seattle, WA

2020 to 2022

*Immune medicine platform applies **proprietary diagnostic technologies**, computational biology and software machine learning integrating AI to read the diverse genetic code of a patient's immune system and understand precisely how it detects and treats disease in that patient.*

## **National Director, Market Access-Government Markets**

Established federal government business unit curating development of internal resources across multiple departments including stakeholders in the following departments: Market Access, Cybersecurity for IT, DCAA Compliance requirements for Accounting / Legal, Process enhancement with Customer Operations, Customer Support infrastructure needs, Medical Affairs KOL, Government specific resources for Sales and Marketing development, Clinical Research pathways integration & other cross functional overlap to extend services to federal agencies and state Medicaid programs caring for patients across government medical programs nationally.

- Developed internal Sales, Operational and Regulatory processes and collateral directly increasing federal business worth over \$10M in first 6 months.
- Led all Market Access, Strategic Account Team, Medical Affairs and Regulatory national strategic policy development and tactical initiatives.
- Represent Adaptive with industry trade organizations including both the Dept of Veteran's Affairs and Medical Technology Committees with **AMSUS-SM** and the Medical / Surgical Subcommittee with the **Coalition for Government Procurement**.

**Livongo Health**, (contracted through SDVSOB Medical, LLC) – Chicago, IL

2019 to 2019

*Livongo uses proprietary remote health signals and personalized interactions to drive better health outcomes across the full continuum of care, at every stage in a person's health journey.*

## **Vice President of Federal Markets**

Provided a comprehensive gap analysis for Operations, IT infrastructure, Sales, Marketing & Compliance needs for the Federal Markets.

- Set in motion innovative strategies that enhance healthcare delivery for our Veterans and Military personnel across the world using remote monitored portable devices, cloud interface with those devices and 24/7 health coaching services supporting people with chronic health conditions.

**SCHERING-PLOUGH Corporation** – Kenilworth, NJ

1999-2010

*\$22 Billion International Company manufacturing Pharmaceutical, Biotech, Surgical Implant Device (class 3), and Consumer Health Products.*

## **National Federal Account Manager-U.S. Managed Care**

Selected as 1 of 6 individuals to revitalize / reconstruct Federal Markets Managed Care BU, charged with sales and account management of oncology, surgical implant device (class 3), dermatology, gastroenterology, cardiology, anti-infective, women's health, neuroscience, internal medicine, and allergy products to federal accounts. Oversaw 200+ indirect reports via field sales force, DM's and RD's. Managed 17-state Central US geography, developing relationships with key decision makers in Federal accounts and 53 medical centers (MTFs) and IDN network systems. Geography included all Tricare / Federal Accounts in TX through ND and OH through CO.

Partnered with brand, marketing, legal, regulatory, and compliance departments to develop and implement pull through and reimbursement programs. Established relations with IDN system executives via providers, department heads, KOLs, and market movers. Developed field-based resources for sales representatives including marketing strategies and pricing negotiations. Mentored, motivated and coached over 200 field sales reps and managers.

## **Oncology Sales Account Specialist / Regional Oncology Trainer**

Chosen as 1 out of 12 internal applicants for promotion to fill vacant territory, charged with increasing sales of oncology chemotherapy and biologic infusion medications. Selected as the Northern Plains Oncology District Trainer covering 9-state geography. Oversaw 10 indirect reports.

## **Professional Sales Specialist / District Trainer**

- Outperformed sales goals 105% for all products in 2002 and 2003; improved territory ranking from bottom 20% to Top 5% on a national basis.

**Hepatology / Immunology (Hepatitis-C) Sales Specialist** (Innovex Contract) Eastern WI (1999-2001)

Marketed Rebetrone (biologic / chemo treatment for Hep-C) to gastroenterologists and infectious disease specialists in commercial health systems, Wisconsin Department of Corrections and Milwaukee VA Medical Center physicians.

## LA INC., A DEVELOPMENT COMPANY – Milwaukee, WI

1998-1999

*\$3M land development and health care systems design firm.*

### **Sales / Business Development Representative / Investment Recruiter (1099 Independent Rep)**

Recruited to lead new healthcare business development efforts for a small land development and health care systems design company. Developed market analysis defining underserved population with healthcare needs in Sheboygan and Racine. Identified healthcare delivery networks and philanthropists to invest in company.

#### **Selected Achievements:**

- Landed the health care services design project for the City of Racine downtown redevelopment efforts.
- Recruited Aurora Healthcare (IDN) to invest in the Sheboygan Falls Health Care Site Development project (30-office medical clinic)

## ICS ACCUTECH – Waukesha, WI

1996-1998

*Healthcare Capital Equipment Manufacturer / Software Development Company with \$7M in annual sales.*

### **Regional Account Manager – Capital Equipment / IT Software Sales / Distributor Network Development**

Recruited, developed, trained, and serviced horizontal sales and distributor network organizations. Responsible for selling custom patient IT software and capital equipment systems to Medical Centers, Long Term Care facilities, and Indian Healthcare System accounts across 12 Southwestern states.

## COMBINED YEARS OF MILITARY SERVICE

1990-2003

## UNITED STATES ARMY RESERVES – Milwaukee, WI

2000-2003

Commissioned Officer in the Medical Service Corps with more than 60 direct reports.

## UNITED STATES AIR FORCE RESERVES – Milwaukee, WI

1997-2000

Team centered medical squadron support of domestic and overseas supply missions for 440<sup>th</sup> Air Mobility Command. Supervised 11 Direct Reports.

## UNITED STATES NAVY – Jacksonville, FL

1990-1994

### **Surgical Tech & Cancer Clinic Practice Manager, Dermatology Clinic – Naval Air Station, U.S. Naval Medical Center**

Performed diagnostic and therapeutic outpatient surgical care for patients with skin cancer as a member of the Surgical Team. Provided operational oversight and supervised 5 direct reports and numerous professional staff members as Non-Commissioned Officer in Charge of 3 clinics. Managed the internal medicine residency program rotation and 2 satellite microbiology labs; responsible for purchase of surgical devices and supplies for 3 sites.

#### **Selected Achievements:**

- Orchestrated integration of electronic medical records (EMR) with national CHAMPUS / ALTUS medical records network.
- Awarded Combat Action Ribbon while deployed to Middle East in support of Operation Desert Storm / Operation Desert Shield.
- Over 4000 hours of operating room experience on surgical team providing diagnostic and therapeutic care for cancer patients.

## EDUCATION, TRAINING & CERTIFICATIONS

**Bachelor of Science in Health Care Management** • Southern Illinois University - Carbondale (1995)

**Certified Hospital Corpsman (600+ hours of academic training)** • U.S. Naval School of Health Sciences-IL (1990)

**Certified Dermatology Surgical Tech (600+ hours of academic and clinical rotation training)** • U.S. Naval School of Health Sciences- CA (1992)

**Advanced Trauma Medic** • U.S. Airforce Reserves (1997)

## PROFESSIONAL & COMMUNITY AFFILIATIONS

Founding Member of National Veterans Small Business Coalition (NVSBC) Medical Products Lobbyist Team (2016-2017)

Program Advisor and Mentor for Vets Biz Central, A regional Business Incubator (2013-2018)

Business Advisor and Program Presenter for Wisconsin Procurement Institute (2012-Present)

Election Steering Committee Member-Peter Donegan for Wauwatosa Mayor Campaign (Election: 2012)

Endorsed by City of Wauwatosa Police Union for 1<sup>st</sup> Aldermanic District Common Council Post (Election: 2006)

Board Member (Mayoral Appointment) – Civic Celebration Committee, City of Wauwatosa, WI (2000-2002)

Jr. Vice Commander Gross Yaksh VFW Post (3<sup>rd</sup> in Command of 900 members) (Elected 2000-2001)





Dear Mr Showe,

I would like to submit my name to the Board for consideration as a Board appointment.

I understand there will be interviews by the Board, so I will be brief.

Windward CDD is a Government entity, subject to state and local rules, laws and ordinances.

I was a police officer for thirty years, ten of which I was the Chief. I am familiar with how government entities operate and complying with governmental rules and laws.

The Board needs individuals who recognize and respect the fact that every dollar collected and spent, comes from a residents pocket.

In every one of my 10 years as Chief, I never exceeded but always came in under budget.

Board members must have a willingness to work and the ability do so collaboratively with others.

I have been a resident of FSO since February 2020. During that time I have been on the Pre-Transition Teams Steering Committee, as well as the Pre-Transition O&M Team.

After FSO transitioned to a resident Board, I became a member of the landscape committee. Starting with the selection of a new Landscape company.

Since February 2025, I have been the Chair of the FSO landscape committee.

If there is any additional information the Board needs or questions they wish to ask. Please do not hesitate to contact me.

I can be reached at:

Cell/Text: 201-280-2252

Email:

[erose4seasons@gmail.com](mailto:erose4seasons@gmail.com)

Thank you

Erik Rose

1895 Estuary Lane

Kissimmee, FL, 34747





**Begin forwarded message:**

**From:** steve pierson <stevewpierson@yahoo.com>

**Subject:** CDD position

**Date:** July 23, 2025 at 7:24:33 AM EDT

**To:** "jshowe@gmscfl.com" <jshowe@gmscfl.com>

Jason,

I would like to run for one of the open positions on the Windward CDD. My name is Steve Pierson and live at 7739 Four Seasons BLVD. I feel that I could help support the CDD board in many ways. I am an engineer who has been working in the nuclear industry for over 40 years. My 40 years experience include the U.S. Navy (Retired), shipyard, and Department of Energy. In all my time, I have been in leadership and supervisory roles. I currently sit on the Landscape committee and the Water Management Group for the community in the role of overseeing the irrigation system and infrastructure. I have been working with two landscaping contractors in the neighborhood to help improve our water usage and system performance. I am also working with the board members from both the HOA and the CDD to help them understand the irrigation system as a whole for the community. If you need anything else or have any questions, please let me know. Thank you for your support in this matter.

V/R,

Steve Pierson

7739 Four Seasons BLVD.

Kissimmee, Fl. 34747

(757) 288-8459



## SECTION V

**Begin forwarded message:**

**From:** Charlene McLaughlin <cmclaughlin4seasons@gmail.com>  
**Subject:** Security System - FSO  
**Date:** August 14, 2025 at 8:18:06 AM EDT  
**To:** Jason Showe <jshowe@gmscfl.com>  
**Cc:** Estefany Abastida <eabastida@castlegroup.com>, Paula DiPaola <pdipaola4seasons@gmail.com>

*Good morning Jason. The HOA would like to consider changing access to our community by installing a new security system. The system we are considering is one similar to that which was installed at Margaritaville, which is a combination of a manned gate house for 12 hours and a fully remote customer service center for the other 12.*

*This system would require the installation of several new cameras at the main entrance, changing the gates, and the installation of computer equipment in the guard house. We are aware we would also need approval by the county.*

*Before we were to pursue getting this project moving forward, we would appreciate understanding if the CDD would object to this change. We would like to have a demonstration scheduled in the first half of September that you could attend, along with the CDD Board (if that is permitted) to learn about the system.*

*This system could provide significant savings to the owners at FSO and would also relieve the CDD of maintenance of the new gates that would be installed at the main entrance. The system is self contained and will not impact any of the structures that are currently in place. At this point we do not have information pertaining to the back entrances, but we envision being able to incorporate those entrances as well so that a single device held by owners could provide access regardless of the entrance they are using.*

*We would appreciate hearing back from you with your thoughts about this project at your earliest convenience.*

*Jason, Paula DiPaola is a new FSO Board member who is part of the project team for this initiative.*

*Thank you,  
Charlene*

--

**Charlene McLaughlin**  
**President, Four Seasons of Orlando HOA**



## SECTION VI

**TEMPORARY LICENSE AGREEMENT FOR ACCESS BY AND BETWEEN THE  
WINDWARD COMMUNITY DEVELOPMENT DISTRICT AND  
CHERYL MCCOY AND BENJAMIN EKPENYONG**

This **Temporary License Agreement for Access** (“License Agreement”) is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2025 (“Effective Date”), by and between:

**Windward Community Development District**, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in Osceola County, Florida, and whose mailing address is c/o Governmental Management Services – Central Florida, 219 East Livingston Street, Orlando, Florida 32801 (the “District”); and

**CHERYL MCCOY AND BENJAMIN EKPENYONG**, whose mailing address is 1554 Whitewood Court, Kissimmee, Florida 34747 (collectively referred to herein as the “Homeowner”).

**WITNESSETH**

**WHEREAS**, the District was established pursuant to the Uniform Community Development District Act of 1980, Chapter 190, *Florida Statutes*, as amended and is validly existing under the laws of the State of Florida;

**WHEREAS**, the District is the owner of certain lands in Osceola County, Florida (the “County”) more particularly described as Tract OS-K and Tract A, of the FOUR SEASONS AT ORLANDO PHASE 3B & 4A, according to the Plat thereof, as recorded in Plat Book 29, Page 175, of the Public Records of the County (County Parcel ID No.: 15-25-27-3416-0001-OSK0 and 15-25-27-3416-0001-00A0) (collectively, the “District’s Property”);

**WHEREAS**, the Homeowner is the owners of property having the mailing address of 1554 Whitewood Court, Kissimmee, Florida 34747, with a legal description of Lot 326, of FOUR SEASONS AT ORLANDO PHASE 3B & 4A, according to the Plat thereof, as recorded in Plat Book 29, Page 175, of the Public Records of the County, Florida (County Parcel ID No.: 15-25-27-3416-0001-3260) (the “Homeowner’s Property”); and

**WHEREAS**, the Homeowner has requested that the District grant to the Homeowner a temporary, nonexclusive license over a portion of the District’s Property for the purpose of gaining access to Homeowner’s Property for the construction of a swimming pool in the rear yard of Homeowner’s Property, and the District is agreeable to granting such a license on the terms and conditions set forth herein.

**NOW, THEREFORE**, in consideration of the sum of Ten and 00/100 Dollars (\$10.00) and other good and valuable consideration and the mutual covenants of the parties, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:



**1. RECITALS.** The foregoing recitals are true and correct and by this reference are incorporated as a material part of this License Agreement.

**2. GRANT OF LICENSE.** The District hereby grants to Homeowner a temporary, non-exclusive license over, upon and across the District's Property for the sole purpose of Homeowner gaining access to the rear of the Homeowner's Property for the purpose of construction of a swimming pool (the "License"). Homeowner agrees that the License will only be used for access to construct a swimming pool on the Homeowner's Property. No dump trucks, pickups or other vehicles will be parked or left overnight on the District's Property. No materials shall be placed or stored on the District's Property. The District makes no representations or warranties of any kind that the District's Property is suitable for vehicular, or any other, use; the Homeowner's use of the District's Property is solely at its own risk. Homeowner shall be responsible for securing all required approvals and permissions, including HOA approvals, utility approvals, if any, and permits from Osceola County or any other governmental entity or agency having jurisdiction thereof in connection with the excavation and construction of the swimming pool on Homeowner's Property and use of property besides the District's Property. Nothing herein shall be interpreted or construed to grant any easement or other rights, temporary or otherwise, over any property other than the District's Property, as set forth herein.

**3. TERM.** Homeowner shall be permitted to use the License until the earlier of the completion of the excavation and construction of the swimming pool on Homeowner's Property or six (6) months from the Effective Date, at which time the License shall automatically terminate. The District has the option of terminating this License Agreement, without cause, by providing twenty-four notice to the Homeowner.

**4. INDEMNIFICATION.**

a. Homeowner agree to indemnify and hold the District (which shall, for the purpose of this section include the District's agents, employees, contractors, managers, etc.) harmless from and against any and all damages, losses or claims, including but not limited to legal fees and expenses, to the extent that such damages, losses or claims are attributable to actions, omissions or negligence, in the use of the License and/or the District's Property (or any adjacent or neighboring property owned by the District), by Homeowner, its employees, agents, assignees, and/or contractors (or their subcontractors, employees, materialmen or independent contractors).

b. Homeowner agrees that nothing contained in this License Agreement shall constitute or be construed as a waiver of the District's limitations on liability set forth in Section 768.28, *Florida Statutes*, and other law, as applicable.

**5. DAMAGE.** In the event that the Homeowner, its respective employees, agents, assignees and/or contractors (or their subcontractors, employees, materialmen or independent contractors) cause damage to the District's Property or any of the improvements located within the District's Property or causes damage to the District's other property or any improvements located thereon, in the exercise of the rights granted herein, Homeowner, at Homeowner's sole cost and expense, agree to commence and diligently pursue the restoration of the same and the

improvements so damaged to as nearly as practical to the original condition and grade, including, without limitation, repair and replacement of any landscaping, hardscaping, plantings, ground cover, irrigation systems, roadways, driveways, sidewalks, parking areas, fences, walks, utility lines, stormwater facilities, pumping facilities, pumps and other structures, within thirty (30) days after receiving written notice of the occurrence of any such damage. The Homeowner shall allow no lien to attach to the District's Property or any improvements located on said property or District's other property arising out of work performed by, for, or on behalf of Homeowner. In the event the Homeowner does not fully repair damages under this License Agreement within the thirty (30) day period specified herein, the Homeowner hereby consents to the District repairing such damage at the sole cost of the Homeowner, including fees for administration, interest charges, as applicable; such costs may be made a lien on the Homeowner's Property enforceable by the District if not paid by the Homeowner within six month after demand for same is made by the District. The Homeowner agrees to participate in pre-construction (prior to Effective Date) and post-construction inspections with the District to ensure complete restoration of the District's Property to its original condition.

**6. INSURANCE.** The Homeowner agrees that they have current property and liability insurance and the Homeowner shall ensure all contractors retained for construction of the swimming pool are adequately insured and licensed, as applicable.

**7. DEFAULT.** A default by any party under this License Agreement shall entitle any other to all remedies available at law or in equity, which may include but not be limited to the right of actual damages, injunctive relief and/or specific performance.

**8. ENFORCEMENT OF AGREEMENT.** In the event that either the District or Homeowner seek to enforce this License Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution or appellate proceedings.

**9. NOTICES.** Any notice, demand, consent, authorization, request, approval or other communication that any party is required, or may desire, to give to or make upon the other party pursuant to this License Agreement shall be effective and valid only if in writing, signed by the party giving notice and delivered personally to the other parties or sent by express 24-hour guaranteed courier or delivery service or by certified mail of the United States Postal Service, postage prepaid and return receipt requested, addressed to the other party as follows (or to such other place as any party may by notice to the others specify):

To Homeowner:	Cheryl McCoy and Benjamin Ekpenyong
	1554 Whitewood Court
	Kissimmee, Florida 34747
	Telephone: _____
	Email: <a href="mailto:cmccoy14@ITS.JNJ.com">cmccoy14@ITS.JNJ.com</a>



To the District:                      Windward Community Development District  
c/o Governmental Management Services – Central  
Florida, LLC  
219 E. Livingston Street  
Orlando, Florida 32801  
Attention: District Manager, Jason Shower  
Telephone: 407-841-5524, Ext. 105  
Email: [jshowe@gmscfl.com](mailto:jshowe@gmscfl.com)

With a copy to:                      Latham, Luna, Eden & Beaudine, LLP  
201 S. Orange Avenue, Suite 1400  
Orlando, Florida 32801  
Attention: Jan Albanese Carpenter, Esq./Kristen  
Trucco, Esq.  
Email: [jcarpenter@lathamluna.com](mailto:jcarpenter@lathamluna.com),  
[ktrucco@lathamluna.com](mailto:ktrucco@lathamluna.com)

Notice shall be deemed given when received, except that if delivery is not accepted, notice shall be deemed given on the date of such non-acceptance. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day shall be deemed received on the next business day. If any time for giving notice would otherwise expire on a non-business day, the notice period shall be extended to the next succeeding business day. Saturdays, Sundays and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for Homeowner may deliver Notice on behalf of the District and Homeowner.

**10. THIRD PARTIES.** This License Agreement is solely for the benefit of the formal parties hereto, and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this License Agreement. Nothing in this License Agreement expressed or implied is intended or shall be construed to confer upon any person or legal entity other than the parties hereto any right, remedy, or claim under or by reason of this License Agreement or any of the provisions or conditions hereof. The District shall be solely responsible for enforcing its rights under this License Agreement against any interfering third party. Nothing contained in this License Agreement shall limit or impair the District's right to protect their rights from interference by a third party.

**11. ASSIGNMENT.** No party may assign, transfer or license all or any portion of its rights under this License Agreement without the prior written consent of the other parties.

**12. CONTROLLING LAW.** This License Agreement shall be construed, interpreted and controlled according to the laws of the State of Florida with jurisdiction lying in Osceola County, Florida for any disputes arising from this License Agreement.

**13. PUBLIC RECORDS.** The Homeowner understands and agrees that all documents of any kind provided to the District or to District Staff in connection with this License Agreement are public records and are to be treated as such in accordance with Florida law.

**14. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this License Agreement shall not affect the validity or enforceability of the remaining portions of this License Agreement, or any part of this License Agreement not held to be invalid or unenforceable.

**15. BINDING EFFECT.** This License Agreement and all of the provisions, representations, covenants, and conditions contained herein shall be binding upon and inure to the benefit of the parties hereto and their respective successors and permitted assigns.

**16. AUTHORIZATION.** By execution below, the undersigned represent that they have been duly authorized by the appropriate body or official of their respective entity to execute this License Agreement, and that each party has complied with all the requirements of law and has full power and authority to comply with the terms and provisions of this instrument.

**17. AMENDMENTS.** Amendments to and waivers of the provisions contained in this License Agreement may be made only by an instrument in writing which is executed by all parties hereto.

**18. ENTIRE AGREEMENT & COUNTERPARTS.** This instrument shall constitute the final and complete expression of the agreement between the parties relating to the subject matter of this License Agreement, and may be signed in counterparts.

**IN WITNESS WHEREOF,** the parties have caused this instrument to be executed by their duly authorized officers effective as of the day and year first above written.

**WINDWARD COMMUNITY  
DEVELOPMENT DISTRICT:**

\_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**HOMEOWNER:**

\_\_\_\_\_  
Name: Cheryl McCoy  
Date: \_\_\_\_\_

\_\_\_\_\_  
Name: Benjamin Ekpenyong  
Date: \_\_\_\_\_



## SECTION VIII

# SECTION A





# Operation Paint

610 Orange Blossom Drive | Winter Haven, Florida 33880  
407-785-4410 | hello@operationpaint.com | operationpaint.com

## RECIPIENT:

### Four Seasons At Orlando

2216 Seagrass Point  
Kissimmee, Florida 34747

## Quote #3101

Sent on \_\_\_\_\_

**Total** **\$9,825.00**

Product/Service	Description	Qty.	Unit Price	Total
Guard Shack	Pressure wash and paint all exterior walls, trim and ceilings of the guard shack. Surface cleaned and prepped before applying SW A-100 paint.	1	\$4,375.00	\$4,375.00
Main Gate Entry Signs and attached Columns	Clean and pressure wash both front entry signs. Paint stucco and wooden fascia using SW A-100 exterior paint.	1	\$2,975.00	\$2,975.00
Back Entry Gates Columns (4 Total)	Pressure wash and paint 4 entry gate columns. Paint stucco and wooden fascia using SW A-100 exterior paint	1	\$1,775.00	\$1,775.00
Back Gate Sign	Pressure wash and paint the back gate sign. Includes full surface prep and application of Sherwin-Williams A-100 paint.	1	\$700.00	\$700.00
Paint and Labor Included		1	\$0.00	\$0.00
			<b>Total</b>	<b>\$9,825.00</b>

Thank you for the opportunity to provide you with a quote for the Four Seasons at Orlando. If you have any questions please reach out anytime.

Best,

Austin Taylor, Operation Paint

407-785-4410

Operationpaint.com

Veteran Owned and Operated

Check out our Google Reviews!

## SECTION B





200 S. F. Street  
Haines City, Florida 33844

Phone 863-422-5207 | Fax 863-422-1816

Polk County License # 214815

Date: August 25, 2025

**SUBMITTED TO:**

Four Seasons at Orlando  
2117 Antilles Club  
Kissimmee, FL 34747  
Attn: Jarrett Wright  
Phone:  
Email: [jwright@gmscf.com](mailto:jwright@gmscf.com)

**Job Name / Location:**

Four Seasons at Orlando  
2117 Antilles Club  
Kissimmee, FL 34747

Four Seasons Round-About

**PROPOSAL TO REMOVE SOD, BLUE DAZE AND CROTONS. INSTALL AGAVE, PURPLE OYSTERS AND STONE**

	Qty	Unit	Unit Cost	TOTAL
Purple Oyster	300	1gal	\$10.00	\$ 3,000.00
Blue Agave	15	7gal	\$60.00	\$ 900.00
Brown River Stone (Around Palm Trees, Agave and Purple Oysters)	12	CY	\$450.00	\$5,400.00
Large Bark Stone (Between Brown River Stone ands Sod)	30	CY	\$375.00	\$11,250.00
St Augustine Sod	5	pallet	\$500.00	\$2,500.00
Filter Fabric	10	EA	\$50.00	\$500.00
Bed Prep and Labor	6	HR	\$65.00	\$390.00
Irigation Ajdustment Cap existing irrigation	1	EA	\$200.00	\$200.00
			<b>Total:</b>	<b>\$24,140.00</b>

The customer agrees, that by signing this proposal, it shall become a legal and binding contract and shall supersede any previous agreements, discussed or implied. The customer further agrees to all terms and conditions set forth within and shall be responsible for any/all court and/or attorney fees incurred by Prince and Sons, Inc.required to obtain collection for any portion of money owed for material and/or work performed by Prince and Sons Inc.

**Submitted by: Brian Bubendorf**

**Date Submitted: August 25, 2025**

Accepted by: \_\_\_\_\_

Date Accepted: \_\_\_\_\_



200 S. F. Street  
Haines City, Florida 33844

Phone 863-422-5207 | Fax 863-422-1816

Polk County License # 214815

Date: August 18, 2025

**SUBMITTED TO:**

Four Seasons at Orlando  
2117 Antilles Club  
Kissimmee, FL 34747  
Attn: Jarrett Wright  
Phone:  
Email: [jwright@gmscf.com](mailto:jwright@gmscf.com)

**Job Name / Location:**

Four Seasons at Orlando  
2117 Antilles Club  
Kissimmee, FL 34747

Water Pipe Entrance side (AREA 1)

**PROPOSAL TO REMOVE SOD AND REPLACE WITH BROWN RIVER STONE**

			Qty	Unit	Unit Cost	TOTAL
Brown River Stone	(3 inches at curb line)	36 Palm Trees	2	CY	\$450.00	\$900.00
Filter Fabric			1	EA	\$50.00	\$50.00
Bed Prep and Labor			6	HR	\$65.00	\$390.00
Irrigation Adjustment	Cap existing irrigation		1	EA	\$75.00	\$75.00
					<b>Total:</b>	<b>\$1,415.00</b>

The customer agrees, that by signing this proposal, it shall become a legal and binding contract and shall supersede any previous agreements, discussed or implied. The customer further agrees to all terms and conditions set forth within and shall be responsible for any/all court and/or attorney fees incurred by Prince and Sons, Inc. required to obtain collection for any portion of money owed for material and/or work performed by Prince and Sons Inc.

**Submitted by: Brian Bubendorf**

Date Submitted: August 18, 2025

Accepted by: \_\_\_\_\_

Date Accepted: \_\_\_\_\_



## SECTION IX

*to be provided under  
separate cover*