

**MINUTES OF MEETING
WINDWARD
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Windward Community Development District was held Wednesday, **August 27, 2025** at 1:00 p.m. at 7813 Four Seasons Boulevard, Kissimmee, Florida.

Present and constituting a quorum were:

Tim Peltier	Chairman
Greg Bobonik	Vice Chairman
Ernest Hofer	Assistant Secretary

Also Present were:

Jason Showe	District Manager
Kristen Trucco	District Counsel
Steven Saha	District Engineer
Jarett Wright	Field Manager
Robbie Szozda	GMS
Rich Ellis	TPG Lighting
James Smith	Prince and Sons

FIRST ORDER OF BUSINESS

Call to Order

Mr. Showe called the meeting to order.

SECOND ORDER OF BUSINESS

Roll Call

Mr. Showe called the roll.

THIRD ORDER OF BUSINESS

Pledge of Allegiance

Mr. Showe led the pledge of allegiance.

FOURTH ORDER OF BUSINESS

Public Comment

Ms. Teitsworth stated every time I send an email I always get a response right back. I monitor the dog park because I take my dog there, and there are issues that need to be addressed.

Ms. Willis stated the sprinklers for the grass in the verge hit the sidewalk and it is black. You need to make sure all the sprinklers are adjusted to spray the grass area only.

Mr. Jessie stated the back gate that comes out on Sandhill Road there is drainage pond and they are adding sand to it.

Mr. Showe stated it is a dry pond and we till it and it looks like we are adding sand but they are just trying to keep it compacted so that it drains properly.

FIFTH ORDER OF BUSINESS

Organizational Matters

- A. Review of Letters of Interest**
- B. Appointment of Individual to Fill Vacant Seats**
- C. Administration of Oath of Office to Newly Appointed Supervisors**
- D. Consideration of Resolution 2025-06 Appointing Assistant Secretaries**

Items A through D were tabled to a future meeting agenda.

SIXTH ORDER OF BUSINESS

Approval of the Minutes of the July 23, 2025 Meeting

On MOTION by Mr. Bobonik seconded by Mr. Hofer with all in favor the Minutes of the July 23, 2025 meeting were approved as presented.

SEVENTH ORDER OF BUSINESS

Consideration of Holiday Lighting Proposals

Ms. Trucco stated we talked in the workshop about a motion to approve the lighting proposal subject to staff signoff and delegation of authority to Supervisor Peltier who has been looking at this in greater detail.

Mr. Peltier stated we were looking at permanent lighting being in the neighborhood of \$10,716 and adding about \$2,000 for greenery, and the greenery would be on annual basis that they would put up and take down. The permanent lighting would be on the structures permanently to be used as accent lighting throughout the year and we could change the colors for different occasions. That would be a one-time charge as opposed to putting lights up every year. We also have to get the buildings painted prior to installing permanent lighting.

Mr. Bobonik stated we have to make sure we are not fixing anything that would take us out of the construction defect potential claim against KHov.

On MOTION by Mr. Hofer seconded by Mr. Peltier with all favor the painting project and the proposal from TPG Lighting were approved in an amount not to exceed \$25,000 subject to final signoff by staff and Supervisor Bobonik.

EIGHTH ORDER OF BUSINESS

Consideration of Temporary License Agreement for Pool Construction

Mr. Showe stated the request is for a temporary license agreement for access across CDD property for the construction of a pool at 1554 Whitewood Court. This agreement provides them access but also puts the requirement on them to repair any damage or issues that result from this installation.

Mr. Bobonik stated this requirement will also apply to anyone who wants to cross our easements or rights of way to construct a pool.

Mr. Showe stated we will reach out to the HOA and walk them through the process so when any construction comes up, we will ask them to send it over to us.

On MOTION by Mr. Peltier seconded by Mr. Bobonik with all in favor the temporary license agreement with Cheryl McCoy and Benjamin Ekpenyong for 1554 Whitewood Court, Kissimmee was approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Trucco stated we spoke at the workshop about potential construction defect and the 558 notice that it sounds like you are comfortable with us proceeding with. We will need to discuss this further with our litigation department and Supervisor Bobonik is going to work on some backup materials as well. We discussed at the workshop a potential motion authorizing district counsel to investigate and file the 558 notice and delegate authority to Supervisor Bobonik to assist counsel's office on that issue. We also discussed authorization for me to reach out to the HOA to work in conjunction with them to see if they are considering moving forward with something like a 558 in case there is any overlap. We are trying to conserve resources as much as possible as we look into it further.

On MOTION by Mr. Bobonik seconded by Mr. Peltier with all in favor district counsel was authorized to file the 558 notice and Supervisor Bobonik was authorized to work with counsel on this matter.

Ms. Trucco stated we also talked about a motion authorizing district counsel to file suit against the prior landscape vendor for some or all of the claims referenced in the demand letter and delegate authority to Supervisor Bobonik to work with counsel in finalizing same.

On MOTON by Mr. Bobonik seconded by Mr. Hofer with all in favor district counsel was authorized to file suit against the prior landscape vendor for some or all of the claims referenced in the demand letter and supervisor Bobonik was authorized to work with staff on this matter.

Ms. Trucco stated I will speak with our litigation department, get back with Mr. Bobonik and if we need to refer this outside, we will keep the board updated on that and discuss it at the next board meeting.

B. Engineer

There being no comments, the next item followed.

C. Manager

- i. Approval of Check Register**
- ii. Paid/Unpaid Invoices for Approval**

On MOTION by Mr. Hofer seconded by Mr. Peltier with all in favor all the invoices were approved with the exception of \$195 on the Guardian invoice 252100 and you are holding the Prince & Sons invoice 18172.

iii. Balance Sheet and Income Statement

A copy of the balance sheet and income statement were included in the agenda package.

D. Field Manager

Mr. Wright reviewed the field manager's report, which was provided under separate cover.

On MOTION by Mr. Bobonik seconded by Mr. Hofer with all in favor staff was authorized a not to exceed amount of \$20,000 for landscape services.

TENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Supervisor's Requests

Mr. Bobonik stated I have been getting some requests about alligator trapping. Can you explain the procedures and what happens with alligator trapping?

Mr. Showe stated there is a state nuisance alligator program, their hotline is 866-fwc-gator and that is the number you need to call if you notice a gator that falls within the specifics of that program. It has to be over 4-feet long and has to pose some danger to humans. If the residents observe those characteristics call the number, you will be given a case number. It is better if you call because you are observing it and you can give him more detail. If you call our office with a case number they will send out a tracker, the tracker will likely harvest the gator onsite.

A resident asked if we call a wrangler instead will he relocate it?

Mr. Showe stated the process we use in all our districts is this one.

Ms. Trucco stated if it is an alligator is on your property the CDD doesn't have anything to do with that but for alligators on CDD property this is the process we recommend and is uniform across the board.

Mr. Bobonik stated due to our water conservation efforts there was a \$60,000 per month reduction from April to July.

Mr. Hofer read into the record a detailed timeline on the irrigation agreements since inception of the CDD.

Mr. Bobonik stated there has been conversation that the CDD potentially owes \$11,378.62 to the HOA. This invoice was first brought to the CDD at our first meeting in December 2024. This is for a Duke Electric bill for builders from April to October 2023. Access Management had forgotten to transfer the account to the CDD, when they did transfer it that is when we paid the bill. Access Management is responsible for the bills not the CDD and that was conveyed to the HOA directly numerous times. There is no reason to pay this invalid invoice.

Mr. Peltier stated I want to thank the staff for leading us in the direction we need to be led. We are running a business and are doing our due diligence and conduct a workshop and bring items to the board for approval. We are as frustrated as you are with the condition of the sod and irrigation. We want to cooperate with everyone.

Mr. Hofer stated we are still working on the bike lane issue with the county to be able to have vendors, guests and caregivers park temporality in the bike lane.

Mr. Bobonik stated we have quotes coming in for the roundabout after we finish the enhancement for the front gate, we are looking at changing the sprinkler heads to reduce the amount of overspray, we are looking at trial project of the verge areas along Hanson Bay, Antilles and Estuary to replace the sod with St. Augustine.

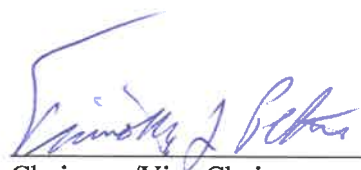
TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Peltier seconded by Mr. Hofer with all in favor the meeting adjourned at 1:46 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman