

MINUTES OF MEETING
WINDSOR AT WESTSIDE
COMMUNITY DEVELOPMENT DISTRICT

The Regular meeting of the Board of Supervisors of the Windsor at Westside Community Development District was held Friday, August 28, 2020 at 9:00 a.m. via Zoom Video Conferencing, pursuant to Executive Orders 20-52, 20-69, 20-112, 20-150 and 20-179 issued by Governor DeSantis on March 9, 2020, March 20, 2020, April 29, 2020, June 23, 2020 and July 30, 2020 respectively, and any extensions or supplements thereof, and pursuant to Section 120.54(5)(b)2., *Florida Statutes*.

Present and constituting a quorum were:

Wesley Hunt	Chairman
Eric Baker	Vice Chairman
William Tew	Assistant Secretary
Mary Burns	Assistant Secretary

Also present were:

George Flint	District Manager
Sarah Sandy	District Counsel
Frank Del Valle	District Engineer
William Viasalyers	Field Manager

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Public Comment Period

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the May 29, 2020 Meeting

Ms. Sandy made an amendment to the motion on Resolution 2020-04 as well as an amendment to the motion on the landowners meeting, which will be incorporated into the final minutes.

On MOTION by Mr. Tew seconded by Mr. Hunt with all in favor the minutes of May 29, 2020 meeting were approved as amended.

FOURTH ORDER OF BUSINESS

Public Hearings

On MOTION by Mr. Hunt seconded by Mr. Tew with all in favor the public hearing were opened.

Mr. Flint stated you previously approved the proposed budget for Fiscal Year 2021 and set the date, place and time for the public hearing for today and that budget is attached to Resolution 2020-05. We have met all the noticing requirements as far as providing it to the local governing entity, advertising in the newspaper 21 days in advance of today and placing it on the website. The exhibit to the resolution is not substantially different than what you saw in May; we have updated the actuals for ten months and projected two months, it contemplates the per unit assessment amounts will remain as indicated on page 2. If there are any questions, we can discuss those.

I will open the floor for public comment.

There being none, the public comments were closed.

A. Consideration of Resolution 2020-05 Adopting the Fiscal Year 2021 Budget and Relating to the Annual Appropriations

On MOTION by Mr. Tew seconded by Mr. Baker with all in favor Resolution 2020-05 Adopting the Fiscal Year 2021 Budget and Relating to the Annual Appropriations, was approved.

B. Consideration of Resolution 2020-06 Imposing Special Assessments and Certifying an Assessment Roll

Mr. Flint stated the public hearing is still open and we will move on to Resolution 2020-06 imposing special assessments. There are two exhibits to this resolution, one is the budget you just adopted and the other one is the assessment roll that lists all the properties in the District and their assessment amounts. In this case they are all certified to the county for collection on the tax bills. We didn't include the assessment roll in your agenda, however, copies of it are available on request and will be included in the official records of the District.

It is a public hearing and I will ask if there are any members of the public that would like to provide comment on Resolution 2020-06.

There being none, the Board took the following action.

On MOTION by Mr. Hunt seconded by Mr. Baker with all in favor Resolution 2020-06 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

On MOTION by Mr. Tew seconded by Mr. Baker with all in favor the public hearing was closed.

FIFTH ORDER OF BUSINESS

Ratification of Fiscal Year 2019 Audit Report

Mr. Flint stated the Board in your May meeting delegated authority to the Chair to accept the audit and allow us to transmit it to the State of Florida. That was done in June prior to the statutory deadline. We are bringing it back and placing it on the agenda to have that action ratified.

We emailed out a copy of the audit and the letter to management is on pages 26 and 27 and if there were any findings or recommendations they would be indicated here and you can see there are no current or prior year findings or recommendations and that we have complied with all the provisions of the auditor general that they are required to review. It is a clean audit.

On MOTION by Mr. Tew seconded by Mr. Baker with all in favor, Acceptance of the Fiscal Year 2019 Audit Report by the Chairman and Transmittal to the State of Florida, was ratified.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Sandy stated we continue to monitor the executive orders that come out to see if we can continue to hold meetings remotely. We don't have another meeting until November and we will see if we still can at that time and we do have a landowners election, which at this time we think will have to be held in person, but we will update you closer to that time.

B. Engineer

Mr. Del Valle stated as of our last inspection everything seems to be in order, there is nothing to report but I'm here to answer any questions.

C. Manager

i. Approval of Check Register

On MOTION by Mr. Hunt seconded by Mr. Baker with all in favor the check register was approved.

ii. Balance Sheet and Income Statement

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

iii. Approval of Fiscal Year 2021 Meeting Schedule

Mr. Flint stated the Board is required to adopt an annual meeting schedule each year and we provided one that is consistent with the frequency, time and location you have done in the past, the last Friday of February, May, August and November we moved it up a week because of Thanksgiving.

On MOTION by Mr. Hunt seconded by Mr. Tew with all in favor, the Fiscal Year 2021 Meeting Schedule was approved Reflecting the following Meeting Dates: November 20, 2020, February 26, 2021, May 28, 2021 and August 27, 2021.

iv. Field Manager's Report

Mr. Viasalyers stated as we approach fall staff will continue to work with the landscaper to do some pruning and lifting of the oak trees along Monaco Boulevard and we will also work with them to do the mulching of the common areas.

SEVENTH ORDER OF BUSINESS

Supervisors Requests

There being none,

On MOTION by Mr. Tew seconded by Mr. Hunt with all in favor the meeting adjourned at 9:14 a.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman