

**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 Monday, **June 6, 2022** at 9:00 a.m. in the Hart Memorial Central Library, 211 E. Dakin Avenue, Kissimmee, Florida.

Present and constituting a quorum were:

Duane (Rocky) Owen
Tom Franklin
Scott Stewart

Chairman
Vice Chairman
Assistant Secretary

Also present were:

Jason Showe
Sarah Sandy
Broc Althafer

Manager
Attorney *by phone*
Engineer *by phone*

FIRST ORDER OF BUSINESS

Roll Call

Mr. Showe 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

Organizational Matters

A. Acceptance of Resignations from Clifford Torres and Bill Tew

On MOTION by Mr. Owen seconded by Mr. Franklin with all in favor Clifford Torres' and Bill Tew's resignations were accepted.
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B. Appointment of Individual to Fill the Board Vacancy in Seat 4 with a Term Ending November 2022

SIXTH ORDER OF BUSINESS

Consideration of Retention and Fee Agreement with Kutak Rock, LLP

Mr. Showe stated the board retained Kutak Rock at their last meeting and this is the formal agreement for your consideration.

On MOTION by Mr. Stewart seconded by Mr. Owen with all in favor the retention and fee agreement with Kutak Rock was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2022-05 Approving the Proposed Fiscal Year 2023 Budget and Setting a Public Hearing

Mr. Showe stated Resolution 2022-05 approves the fiscal year 2023 budget and sets your public hearing for August 26, 2022 for its final consideration. Once approved it will be provided to the county and it will be posted to the district’s website. I distributed a revised budget that has a proposed increase in assessments. In the general and administration we have seen contract increases as well as increases in insurance. The assessment increase runs from \$372 to \$496 per home. Currently the major water meter for the community the HOA is paying and we are separating the CDD from the HOA irrigation and that will be a large increase for the CDD. We put in \$200,000 for the irrigation as well as some contingency.

On MOTION by Mr. Owen seconded by Mr. Stewart with all in favor Resolution 2022-05 approving the fiscal year 2023 budget and setting the public hearing for August 26, 2022 at 9:30 a.m. in the same location was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2022-06 Designating the Date, Time, and Location for a Landowners’ Meeting

Mr. Showe stated Resolution 2022-06 designates the time, date, and location for the landowners meeting. This board has not yet tripped the required threshold to go to general election and this resolution sets the landowners election for November 4, 2022 at 9:30 a.m. in the Hart Memorial Central Library. The seats up for election are seat 1 Mr. Owen, seat 3 Mr. Stewart and seat 4 that is currently vacant.

Mr. Althafer stated the master trust indenture requires that I do an annual inspection of all property acquired by the CDD and submit that to the district manager and I will be performing that inspection over the next couple weeks and I will have that report to you prior to the next meeting.

C. Manager

i. Approval of Check Register

On MOTION by Mr. Franklin seconded by Mr. Owen 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. Presentation of Number of Registered Voters – 58

A copy of the letter from the supervisor of elections indicating there are 58 registered voters residing within the district was included in the agenda package.

iv. Field Manager’s Report

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Supervisors Requests

Mr. Franklin stated I want you to review all these numbers that we got today and make sure those are correct and hopefully, we can get all that done before the budget hearing.

TWELFTH ORDER OF BUSINESS

Public Comment Period

There being none,

On MOTION by Mr. Franklin seconded by Mr. Stewart with all in favor the meeting adjourned at 9:18 a.m.

THIRTEENTH ORDER OF BUSINESS

Adjournment

There being none,



Secretary/Assistant Secretary



Chairman/Vice Chairman