

**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, **December 2, 2022** at 9:30 a.m. at the Hart Memorial Library, 211 E. Dakin Avenue, Kissimmee, Florida.

Present and constituting a quorum were:

Duane (Rocky) Owen	Chairman
Tom Franklin	Vice Chairman
Scott Stewart	Assistant Secretary

Also present were:

Jason Showe	Manager
Sarah Sandy <i>by telephone</i>	Attorney
Andy Hatton	Field Manager

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. Consideration of Resolution 2023-01 Canvassing and Certifying the Results of the Landowners' Election

Ms. Sandy stated this resolution canvasses and certifies the election results; there were no landowners that showed up to the landowners' election. Pursuant to this resolution we recognize that fact, declared those seats vacant and confirmed that the incumbents in those seats will hold over until other members can be qualified and appointed to those seats. At this time the same members who hold those seats will continue.

On MOTION by Mr. Franklin seconded by Mr. Stewart with all in favor Resolution 2023-01 Canvassing and Certifying the Results of the Landowners' Election was approved.

- B. Appointment of Individuals to Fill Vacant Seats**
- C. Consideration of Resolution 2023-02 Electing Officers**

On MOTION by Mr. Stewart seconded by Mr. Franklin with all in favor Resolution 2023-02 was approved reflecting the following: Rocky Owen as Chairman, Tom Franklin as Vice Chair, George Flint as Secretary, Jason Showe and Scott Stewart as Assistant Secretaries, Katie Costa as Treasurer and Jason Showe as Assistant Treasurer.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the August 26, 2022 Meeting

On MOTION by Mr. Franklin seconded by Mr. Owen with all in favor the minutes of August 26, 2022 meeting were approved as presented.

FIFTH ORDER OF BUSINESS

Approval of Aquatic Plant Management Agreement Renewal, Applied Aquatic

Mr. Showe stated next is approval of the agreement with Applied Aquatic, it is slightly higher than we had budgeted but they do a good job and we have seen increases throughout the state on these types of agreements due to the increased cost of chemicals.

On MOTION by Mr. Stewart seconded by Mr. Franklin with all in favor the agreement with Applied Aquatic was approved.

SIXTH ORDER OF BUSINESS

Consideration of Fiscal Year 2022 Audit Engagement Letter, Grau & Associates

On MOTION by Mr. Franklin seconded by Mr. Stewart with all in favor the engagement letter with Grau & Associates to perform the fiscal year 2022 audit was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

There being none, the next item followed.

C. Manager

i. Approval of Check Register

On MOTION by Mr. Franklin seconded by Mr. Stewart 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. Field Manager’s Report

Mr. Hatton stated they are out there working on the damages from the storm and we are trying to get Brightview to get the landscaping squared away.

Mr. Showe stated since the last meeting the irrigation system has been transferred over and we are completely separated from the HOA and have our own meter.

EIGHTH ORDER OF BUSINESS

Supervisors Requests

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Public Comment Period

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Stewart seconded by Mr. Owen with all in favor the meeting adjourned at 9:37 a.m.

December 2, 2022

Windsor at Westside CDD



Secretary/Assistant Secretary



Chairman/Vice Chairman

