

**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, **June 9, 2023** at 10:00 a.m. in the Club at Windsor at Westside, 2100 Tripoli Court, 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 phone</i>	Attorney
Broc Althafer <i>by phone</i>	Engineer
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 no comments, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

- A. Appointment of Individual to Fill the Board Vacancies**
- B. Administration of Oath of Office to Newly Elected Board Member**
- C. Consideration of Resolution 2023-06 Electing Officers**

This item was tabled.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the February 24, 2023 Meeting

On MOTION by Mr. Franklin seconded by Mr. Owen with all in favor the minutes of February 24, 2023 meeting were approved as presented.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2023-06 Approving the Fiscal Year 2024 Budget and Setting a Public Hearing

Mr. Showe stated Resolution 2023-06 approves the proposed fiscal year 2024 budget and sets the public hearing for August 11, 2023 for adoption. Once approved we will transmit the approved budget to the county and post it on the district website. We are starting a capital reserve fund with some of the changes we made in irrigation, expanded landscape repair and the assessments remain the same.

On MOTION by Mr. Stewart seconded by Mr. Owen with all in favor Resolution 2023-06 approving the proposed fiscal year 2024 budget and setting the public hearing for August 11, 2023 was approved.

SIXTH ORDER OF BUSINESS

Consideration of Agreement Regarding the Installation of Directional Road Signs

Mr. Showe stated at the last meeting we discussed agreements between the district and Windsor at Westside HOA regarding signage. Counsel drafted the appropriate agreement, which is on the agenda for your approval.

On MOTION by Mr. Franklin seconded by Mr. Owen with all in favor the agreement regarding the installation of directional signs was approved.

SEVENTH ORDER OF BUSINESS

Review of Fiscal Year 2023 Financial Audit Report

Mr. Showe stated in the report to management the auditor found no current year or prior year findings and it is a clean audit.

On MOTION by Mr. Stewart seconded by Mr. Owen with all in favor the fiscal year 2023 audit was accepted and staff authorized to transmit the final document to the State of Florida.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

Mr. Althafer stated in accordance with the master trust indenture I'm required yearly to do a site visit to inspect the CDD improvements. I conducted that visit on June 5, 2023 and from what I saw everything appears to be in good working order and operation and maintenance is doing a good job based on the current budget. Everything is looking pretty good.

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. Presentation of Number of Registered Voters – 46

A copy of the letter from the supervisors of elections indicating that there are 46 registered voters residing within the district was included in the agenda package.

iv. Field Manager's Report

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Supervisors Requests

Mr. Franklin stated just a reminder to file your form 1.

TENTH ORDER OF BUSINESS

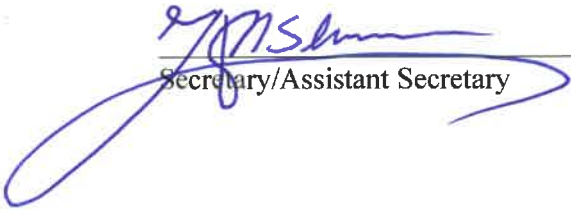
Public Comment Period

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Franklin seconded by Mr. Stewart with all in favor the meeting adjourned at 10:36 a.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman