

**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 26, 2022** at 9:00 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	Attorney by telephone
Broc Althafer	Engineer by telephone
Andy Hatton	Field Manager
Sylvester Ruggiero	HOA

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. Appointment of Individual to Fill the Board Vacancy in Seat 1 with a Term Ending November 2022**
- B. Appointment of Individual to Fill the Board Vacancy in Seat 5 with a Term Ending November 2024**
- C. Administration of Oath of Office to Newly Elected Board Member**
- D. Consideration of Resolution 2022-04 Electing Officers**

The third order of business was tabled to a future meeting.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the June 6, 2022 Meeting

On MOTION by Mr. Franklin seconded by Mr. Owen with all in favor the minutes of June 6, 2022 meeting were approved as presented.

FIFTH ORDER OF BUSINESS

Public Hearing

On MOTION by Mr. Owen seconded by Mr. Franklin with all in favor the public hearing was opened.

A. Consideration of Resolution 2022-07 Adopting the Fiscal Year 2023 Budget and Relating to the Annual Appropriations

Mr. Showe stated Resolution 2022-07 adopts the fiscal year 2023 budget and it will be attached to the resolution with any amendments the board may make during the public hearing. There is an increase in assessments and we sent mailed notices and received a few phone calls. As pointed out at the last meeting there were some changes in unit counts and that is now accurately described and decreased the assessments a little bit. The original the proposed assessment for a 25-foot lot was \$673 and it is now \$661, a 40-foot was \$718 and is now \$705, a 50-foot that was \$897 is now \$882. There was an increase in insurance. We have been trying to isolate a CDD meter so that all the CDD water flows through one meter and the HOA will have their own meter.

There were no comments or questions from the public.

On MOTION by Mr. Franklin seconded by Mr. Stewart with all in favor Resolution 2022-07 Adopting the Fiscal Year 2023 Budget and Relating to the Annual Appropriations was approved.

B. Consideration of Resolution 2022-08 Imposing Special Assessments and Certifying an Assessment Roll

Mr. Showe stated Resolution 2022-08 is the mechanism that levies the assessments on the tax bill. Attached to this resolution will be the adopted budget and the spreadsheet with all the

B. Engineer

There being none, the next item followed.

C. Manager

i. Approval of Check Register

On MOTION by Mr. Stewart 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. Approval of Fiscal Year 2023 Meeting Schedule

On MOTION by Mr. Stewart seconded by Mr. Owen with all in favor the fiscal year 2023 meeting schedule reflecting meetings on December 2, 2022, February 24, 2023, May 26, 2023 and August 25, 2023 was approved.

iv. Field Manager’s Report

Mr. Hatton stated as to the separate flow meter from the HOA and CDD all the physical work is done, it is just a matter of opening a couple valves, finding a couple that were buried in the landscape and the clock has been installed. Toho has low pressure currently and to get the clock calibrated we need the correct water flow.

Our fountain vendor has been relieved of his duties on another property and he thought it was both, but he is going to get his guy back here.

NINTH ORDER OF BUSINESS

Supervisors Requests

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Public Comment Period

There being, none

ELEVENTH ORDER OF BUSINESS

Adjournment

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



Secretary/Assistant Secretary



Chairman/Vice Chairman