

**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 8, 2025** at 10:00 a.m. in the Hart Memorial Library, 211 Dakin Avenue, Kissimmee, Florida.

Present and constituting a quorum were:

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

Also present were:

Jason Showe	Manager
Sarah Sandy	Attorney <i>by phone</i>
Broc Althafer	Engineer <i>by phone</i>
Jarett Wright	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 Vacant Seat 5**
- B. Administration of Oath of Office to Newly Elected Board Member**
- C. Consideration of Resolution 2025-05 Electing Officers**

Items A through C were tabled to a future meeting agenda.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the May 30, 2025 Meeting

On MOTION by Mr. Franklin seconded by Mr. Owen with all in favor the minutes of May 30, 2025 meeting were approved as presented.

FIFTH ORDER OF BUSINESS

Public Hearing

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

A. Consideration of Resolution 2025-06 Adopting the Fiscal Year 2026 Budget and Appropriating Funds

Mr. Showe stated Resolution 2025-06 adopts the Fiscal Year 2026 budget. There is no assessment increase.

On MOTION by Mr. Franklin seconded by Mr. Owen with all in favor Resolution 2025-06 Adopting the Fiscal Year 2026 Budget and Appropriating Funds was approved.

B. Consideration of Resolution 2025-07 Imposing Fiscal Year 2026 Special Assessments and Certifying an Assessment Roll

Mr. Showe stated Resolution 2025-07 imposes the special assessments and certifies the assessment roll.

On MOTION by Mr. Franklin seconded by Mr. Owen with all in favor Resolution 2025-07 Imposing Fiscal Year 2026 Special Assessments and Certifying an Assessment Roll was approved.

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

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being no comments, the next item followed.

B. Engineer

There being no comments, the next item followed.

C. Manager

i. Approval of Check Register

On MOTION by Mr. Franklin seconded by Mr. Mercer 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 2026 Meeting Schedule

On MOTION by Mr. Mercer seconded by Mr. Franklin with all in favor the fiscal year 2026 meeting schedule was approved.

iv. District Goals and Objectives

On MOTION by Mr. Franklin seconded by Mr. Owen with all in favor the Fiscal Year 2026 goals and objectives were approved and the Chair was authorized to execute the Fiscal Year 2025 goals and objectives at the end of the fiscal year.

iii. Field Manager's Report

Mr. Wright gave an overview of the field manager's report, copy of which was included in the agenda package.

SEVENTH ORDER OF BUSINESS

Supervisors Requests

There being no comments, the next item followed.


EIGHTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Franklin seconded by Mr. Stewart with all in favor the meeting adjourned at 10:12 a.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman