

MINUTES OF MEETING  
WINDSOR CAY  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Windsor Cay Community Development District was held on Wednesday, August 27, 2025, at 2:00 p.m. at the Cooper Memorial Library, 2525 Oakley Seaver Drive, Clermont, Florida.

Present and constituting a quorum were:

Aaron Struckmeyer	Chairman
Bernard Sullivan	Assistant Secretary
Chris Cleary	Assistant Secretary
Justin Booth	Assistant Secretary

Also present were:

George Flint	District Manager
Ryan Dugan <i>by phone</i>	District Counsel
Bill Whitegon <i>by phone</i>	District Engineer
Ashley Hilyard	Field Manager

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Flint called the meeting to order and called the roll. Four Board members were present constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

There were no members of the public present to provide comment.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the May 28, 2025 Meeting**

Mr. Flint presented the minutes of the May 28, 2025, Board of Supervisors meeting and asked for any comments or corrections. The Board had no changes to the minutes.

On MOTION by Mr. Struckmeyer, seconded by Mr. Sullivan, with all in favor, the Minutes of the May 28, 2025 Meeting, were approved, as presented.
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August 27, 2025

Windsor Cay CDD

**FOURTH ORDER OF BUSINESS****Review and Acceptance of Fiscal Year 2024 Audit Report**

Mr. Flint stated the FY24 audit report is in the agenda. It was a clean audit. He asked for any questions on the audit, if not, a motion to accept it and ratify its transmittal to the state.

On MOTION by Mr. Struckmeyer, seconded by Mr. Sullivan, with all in favor, Accepting the Fiscal Year 2024 Audit Report, was approved.

**FIFTH ORDER OF BUSINESS****Public Hearing****A. Consideration of Resolution 2025-08 Adopting the Fiscal Year 2026 Budget and Relating to the Annual Appropriations**

Mr. Flint asked for a motion to open the budget and assessment hearings.

On MOTION by Mr. Struckmeyer, seconded by Mr. Sullivan, with all in favor, the Public Hearing, was opened.

Mr. Flint stated the public hearing is now open. He noted Resolution 2025-08 adopts the FY26 budget. Attached to the resolution is the budget. It includes assessments and developer contribution of \$43,000. There are 540 assessable units. The numbers have not changed significantly since the Board saw this in the spring. Any questions on the resolution or discussion on the budget, if not, a motion to approve. There are no members of the public here to provide comment.

On MOTION by Mr. Struckmeyer, seconded by Mr. Sullivan, with all in favor, Resolution 2025-08 Adopting the Fiscal Year 2026 Budget and Relating to the Annual Appropriations, was approved.

**B. Consideration of Resolution 2025-09 Imposing Special Assessments and Certifying an Assessment Roll**

Mr. Flint stated the budget you just approved as well as the assessment roll are attached to Resolution 2025-09. There are no members of the public to provide comment. He asked for any discussion on the resolution or exhibits, if not, a motion to approve.

On MOTION by Mr. Struckmeyer, seconded by Mr. Sullivan, with all in favor, Resolution 2025-09 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

Mr. Flint asked for a motion to close the public hearing.

August 27, 2025

Windsor Cay CDD

On MOTION by Mr. Sullivan, seconded by Mr. Struckmeyer, with all in favor, the Public Hearing, was closed.

**SIXTH ORDER OF BUSINESS****Consideration of Fiscal Year 2026 Deficit Funding Agreement**

Mr. Flint stated this is the funding agreement associated with the budget that was just approved. Any questions on the funding agreement? Is there a motion to approve?

On MOTION by Mr. Struckmeyer, seconded by Mr. Cleary, with all in favor, the Fiscal Year 2026 Deficit Funding Agreement, was approved.

**SEVENTH ORDER OF BUSINESS****Consideration of Agreement with Grau & Associates to Provide Auditing Services for the Fiscal Year 2025**

Mr. Flint stated the Board selected Grau as their independent auditor. You enter into a separate engagement with them each year. This is the agreement for the FY25 audit. FY25 ends on September 30<sup>th</sup>. It is for a NTE \$4,900.

On MOTION by Mr. Sullivan, seconded by Mr. Struckmeyer, with all in favor, the Agreement with Grau & Associates to Provide Auditing Services for Fiscal Year 2025, was approved.

**EIGHTH ORDER OF BUSINESS****Consideration of Proposal from Integra Realty Resources for Valuation Services**

Mr. Flint stated as part of the next bond issue it is contemplated that we will be acquiring some land related to that. This agreement is going to have to be modified slightly. He doesn't expect the price is going to be significantly impacted by it. The initial proposal was for \$3,400 for the valuation. He suggested approving in substantial form.

On MOTION by Mr. Booth, seconded by Mr. Struckmeyer, with all in favor, the Proposal from Integra Realty Resources for Valuation Services – NTE \$4,000, was approved in substantial form.

**NINTH ORDER OF BUSINESS****Ratification of Series 2024 Requisitions #19**

Mr. Flint stated requisition #19 was signed by the District Engineer and the Chair and is brought back for ratification. It is for \$190 for the District Engineer.

August 27, 2025

Windsor Cay CDD

On MOTION by Mr. Struckmeyer, seconded by Mr. Sullivan, with all in favor, the Series 2024 Requisition #19, was ratified.

## **TENTH ORDER OF BUSINESS**

### **District Goals & Objectives**

#### **A. Adoption of Fiscal Year 2026 Goals and Objectives**

Mr. Flint stated GMS provided recommended goals & objectives for FY26 that are consistent with the FY25 goals & objectives.

On MOTION by Mr. Struckmeyer, seconded by Mr. Sullivan, with all in favor, the Adoption of Fiscal Year 2026 Goals & Objectives, was approved.

#### **B. Presentation of Fiscal Year 2025 Goals and Objectives and Authorization to Chairman to Execute**

Mr. Flint asked for authorization for the Chair to execute the current 2025 goals and objectives final report once the year is up.

On MOTION by Mr. Sullivan, seconded by Mr. Struckmeyer, with all in favor, Accepting the Fiscal Year 2025 Goals and Objectives and Authorization to Chairman to Execute, was approved.

## **ELEVENTH ORDER OF BUSINESS**

### **Consideration of Proposal for Arbitrage Rebate Computation from AMTEC**

Mr. Flint stated this is an IRS requirement. It is for five years at \$450 per year.

On MOTION by Mr. Sullivan, seconded by Mr. Cleary, with all in favor, the Proposal for Arbitrage Rebate Computation from AMTEC, was approved.

## **TWELFTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. Attorney**

Mr. Dugan noted one comment on the appraisal and getting together to get a final list of the tracts. He feels the only thing he is missing is a portion of tract W.

#### **B. Engineer**

Mr. Whitegon had nothing to report. A Board member asked if the boundary amendment was completed for Phase 4. Mr. Dugan stated yes it was completed.

#### **C. District Managers Report**

##### **i. Approval of Check Register**

August 27, 2025

Windsor Cay CDD

Mr. Flint presented the check registers from May 16<sup>th</sup> through July 9<sup>th</sup> in the agenda and then July 10<sup>th</sup> through August 11<sup>th</sup>. He asked for any questions on the check registers.

On MOTION by Mr. Struckmeyer, seconded by Mr. Sullivan, with all in favor, the Check Register, was approved.

**ii. Balance Sheet and Income Statement**

Mr. Flint presented the unaudited financials through June 30<sup>th</sup>. There is no action required.

**iii. Approval of Fiscal Year 2026 Meeting Schedule**

Mr. Flint stated the annual meeting schedule is included which is consistent with what you currently follow, the fourth Wednesday of the month at 2:00 PM, or shortly thereafter. There are issues in November and December due to holidays so they will likely not meet on those dates.

On MOTION by Mr. Struckmeyer seconded by Mr. Sullivan, with all in favor, the Fiscal Year 2026 Meeting Schedule, was approved.

**D. Field Manager's Report**

Mr. Hilyard reviewed the Field Manager's Report on page 137 of the agenda package.

**i. Proposal for Sabal Palm Replacement and Trimming**

Ms. Hilyard presented a proposal to replace four dead Sabal palms at the front entrance and trimming of nine palms. The trimming is included in the proposal as it is above the 15 ft that is contracted. In the signed contract now in place, trimming should be quoted at \$43.75 per tree. The adjustment would be \$393.75 and the new total for all of this work is \$4,641.95.

On MOTION by Mr. Struckmeyer, seconded by Mr. Sullivan, with all in favor, the Proposal for Sabal Palm Replacement and Trimming for \$4,641.95, was approved.

**THIRTEENTH ORDER OF BUSINESS**

**Other Business**

There being no other business, the next item followed.

**FOURTEENTH ORDER OF BUSINESS**

**Supervisors Requests**

There being no comments, the next item followed.

August 27, 2025

Windsor Cay CDD

**FIFTEENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Sullivan, seconded by Mr. Struckmeyer, with all in favor, the meeting was adjourned.

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*George Flint*

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Secretary/Assistant Secretary

DocuSigned by:

*Laron Struckmeyer*

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Chairman/Vice Chairman