

**MINUTES OF MEETING
WIND MEADOWS SOUTH
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Wind Meadows South Community Development District was held Wednesday, **August 11, 2021** at 12:00 p.m. at 4900 Dundee Road, Winter Haven, Florida.

Present and constituting a quorum:

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| Brent Elliott | Chairman |
| Halsey Carson | Vice Chair |
| Dottie Mobley | Assistant Secretary |
| Helene Bradley | Assistant Secretary |
| Branden Eckenrode | Assistant Secretary |

Also present were:

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| Jill Burns | District Manager, GMS |
| Roy Van Wyk | KE Law |

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called the roll. Five Board members were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public present for the meeting. Ms. Burns swore in the five Board members at this time.

THIRD ORDER OF BUSINESS

**Ratification of Joint Letter from Hopping,
Green & Sams and KE Law Group
Regarding District Counsel
Representation**

Ms. Burns stated that this letter was signed outside of the meeting and approved. She said it just needed to be ratified by the Board.

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| On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, the Joint Letter from Hopping Green & Sams and KE Law Group Regarding District Counsel Representation, was ratified. |
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FOURTH ORDER OF BUSINESS

Consideration of Fee Agreement with KE Law Group

Ms. Burns stated the fees in the agreement were the same as they were previously for counsel's services. She offered to answer any questions.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, the Fee Agreement with KE Law Group, was approved.

FIFTH ORDER OF BUSINESS

Organizational Matters

A. Administration of Oaths of Office to Newly Elected Board Members

Ms. Burns stated that the Board had taken the oaths of office.

B. Consideration of Resolution 2021-07 Canvassing and Certifying the Results of the Landowners' Election

Ms. Burns stated that this election was done at the beginning of the meeting.

On MOTION by Mr. Eckenrode, seconded by Mr. Elliott, with all in favor, Resolution 2021-07 Canvassing and Certifying the Results of the Landowner's Election, was approved.

C. Consideration of Resolution 2021-28 Electing Officers

Ms. Burns stated that they needed to elect a Chairman and a Vice Chairman, along with the other three Supervisors becoming Assistant Secretaries. Ms. Burns asked that the Board name her as Secretary and George Flint from her office as the Assistant Secretary. She stated that will allow them to process documents outside of the meetings. Ms. Burns stated that previously the Chairman was Mr. Elliott and the Vice Chairman was Mr. Carson, with Ms. Mobley, Ms. Bradley, and Mr. Eckenrode as Assistant Secretaries. Ms. Burns asked the Board if they would like to keep this the same and they confirmed yes.

On MOTION by Mr. Eckenrode, seconded by Mr. Elliott, with all in favor, Resolution 2021-28 Electing Officers as slated above, was approved.

SIXTH ORDER OF BUSINESS

Approval of the Minutes of the June 9, 2021 Board of Supervisors Meeting

Ms. Burns asked if the Board had any comment or corrections to the June 9, 2021 Board of Supervisors minutes. Hearing none,

On MOTION by Mr. Elliott, seconded by Ms. Mobley, with all in favor, the Minutes of the June 9, 2021 Board of Supervisors Meeting, were approved.

SEVENTH ORDER OF BUSINESS

Public Hearings

A. Public Hearing on the Imposition of Special Assessments

Ms. Burns stated that there was a notice published in the paper and a mailed notice was sent to the one landowner.

On MOTION by Mr. Eckenrode, seconded by Mr. Elliott, with all in favor, the Opening of the Public Hearing, was approved.

i. Presentation of Engineer's Report

Ms. Burns stated that Bryan Hunter, the District Engineer, was not present. Ms. Burns summarized Mr. Hunter's report in his absence for the Board.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, the Engineer's Report, was approved.

ii. Presentation of Assessment Methodology

Ms. Burns stated that the Assessment Methodology would be supplemented with a Supplemental Methodology at the time of issuance that would reflect the actual terms of the bonds. Ms. Burns reviewed the methodology for the Board. Mr. Van Wyk asked Ms. Burns if it was in her opinion that the lands subject to the assessment would benefit from the improvements outlined in the report, and asked if that benefit was greater than or equal to the burden of the assessment. Ms. Burns said yes. Mr. Van Wyk asked if it was her professional opinion that the assessments as provided were fairly and reasonably apportioned across the projects. Ms. Burns said yes. Mr. Van Wyk asked if the Board understood that they were doing Phase 1 now, and that Phase 2 would be done in the future. The Board agreed with Mr. Van Wyk's statement.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, the Assessment Methodology, was approved.

iii. Consideration of Resolution 2021-29 Levying Special Assessments

Ms. Burns stated that the Board would be levying the assessments for Phase 1. She offered to answer any questions. Mr. Van Wyk asked if everything was advertised. Ms. Burns said yes.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, Resolution 2021-29 Levying Special Assessments, was approved.

iv. Consideration of Notice of Special Assessments

Ms. Burns stated that this was recorded so that potential property owners would be in notice of the liens on the land in the District. Ms. Burns stated that this consideration was to authorize counsel to record this document.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, the Notice of Special Assessments and Authorizing Counsel to Record the Document, was approved.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, the Closing of the Public Hearing, was approved.

B. Public Hearing on Adoption of District Rules of Procedure

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, the Opening of the Public Hearing, was approved.

i. Consideration of Resolution 2021-30 Adopting the Rules of Procedure

Ms. Burns stated that the Rules of Procedure had not changed since the Board had seen them at the last meeting. She stated that these were in standard form across all Districts and offered to answer any questions from the Board.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, Resolution 2021-30 Adopting the Rules of Procedure, was approved.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, the Closing of the Public Hearing, was approved.

C. Public Hearing on the District’s Use of the Uniform Method of Levying, Collection, and Enforcement of Non-Ad Valorem Assessments

Ms. Burns stated that there was a notice published in the paper and a mailed notice was sent to the one land owner.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, the Opening of the Public Hearing, was approved.

i. Consideration of Resolution 2021-31 Expressing the District’s Intent to Utilize the Uniform Method of Collection

Ms. Burns presented this resolution and stated that this allows them to use the Polk County tax bill to collect their assessments when they are ready to do so. She offered to answer any questions.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, Resolution 2021-31 Expressing the District’s Intent to Utilize the Uniform Method of Collection, was approved.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, the Closing of the Public Hearing, was approved.

D. Public Hearing on the Adoption of the Fiscal Year 2021/2022 Budget

Ms. Burns stated that there was a notice published in the paper and a mailed notice was sent to the one land owner.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, the Opening of the Public Hearing, was approved.

i. Consideration of Resolution 2021-32 Adoption of the District's Fiscal Year 2021/2022 Budget and Appropriating Funds

Ms. Burns stated that this information was included in the package and that the budget was attached to the resolution. She stated that the 2021 budget was a prorated version of the full year 2022 budget. She offered to answer any questions.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, Resolution 2021-32 Adoption of the District's Fiscal Year 2021/2022 Budget and Appropriating Funds, was approved.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, the Closing of the Public Hearing, was approved.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2021-33
Designation of Regular Monthly Meeting
Date, Time, and Location for Fiscal Year
2022**

Ms. Burns stated that the proposed schedule was the second Wednesday of each month at 1:30 p.m.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, Resolution 2021-33 Designation of Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2022, was approved.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2021-34 Re-Designating the Registered Agent for the District

Ms. Burns stated that this resolution would change the registered agent to Ms. Burns and her office. She elaborated that this meant that any correspondence with the state would get sent to her office.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, Resolution 2021-34 Re-Designating the Registered Agent for the District, was approved.

TENTH ORDER OF BUSINESS

Ranking of Proposals for District Engineering Services and Selection of District Engineer

Ms. Burns stated that they issued an RFQ after the previous meeting and they received back one response from Hunter Engineering. Ms. Burns recommended that the Board ranks Hunter Engineering #1 and authorize staff to send the Notice of Intent to Award and authorize counsel to draft a formal agreement that the Chair will then execute.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, Ranking the Proposals for District Engineering Services with Hunter Engineering Ranked #1 and Authorizing Staff to Send Notice of Intent to Award to Hunter Engineering, was approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk stated that the validation hearing was set for September 8th at 10:00 a.m. He stated that once the validation hearing is done, they have to wait 30 days for the notification to run. He estimated that it would be mid-October for when they could issue bonds.

B. Engineer

There being none, the next item following.

C. District Manager’s Report

Ms. Burns stated that she did not have anything further to report. She asked if the Board had any other questions.

TWELTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

The Board asked if there was a draft of the budget. Ms. Burns stated that that was what they approved today and stated that there was not a per lot amount because they were not levying a per lot assessment due to it being developer funded. The Board asked if they would need to adjust the budget if the lots were sold before the end of the fiscal year. Ms. Burns replied with no. Ms. Burns stated that they could do a budget amendment in the fall per the request of the Board. The Board discussed potential amendments to the budget, specifically about parking issues they foresee.

FOURTEENTH ORDER OF BUSINESS

Adjournment

Ms. Burns adjourned the meeting.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, the meeting was adjourned.


Secretary/Assistant Secretary


Chairman/Vice Chairman