

**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, **May 11, 2022** at 1:30 p.m. at 4900 Dundee Road, Winter Haven, Florida.

Present and constituting a quorum:

Brent Elliott	Chairman
Halsey Carson	Vice Chair
Branden Eckenrode	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Lauren Gentry	KE Law
Bryan Hunter <i>via Zoom</i>	Hunter Engineering

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Burns noted that there were no members of the public present in person or attending via Zoom.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the January 12,  
2022 Audit Committee Meeting and Board  
of Supervisors Meeting**

Ms. Burns presented the minutes of the January 12, 2022 Board of Supervisors meeting and asked if there were any questions, comments, or corrections. Hearing none, she asked for a motion to approve.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, the Minutes of the January 12, 2022 Board of Supervisors Meeting, were approved.
--

May 11, 2022

Wind Meadows South CDD

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-05 Approving the Proposed Fiscal Year 2022/2023 Budget (Suggested Date: August 10, 2022), Declaring Special Assessments, and Setting the Public Hearings on the Fiscal Year 2022/2023 Budget and Imposition of Operations and Maintenance Assessments**

Ms. Burns stated that there was a copy of the budget for review. She noted \$650.00 net for assessment based on the timeline that they had. They have the maps for the field expenses that was based on similar size common areas, and similar Districts based on vendors in the area and proposals that they have. The estimate for the amenity opening is in November. She stated that they have \$650 per lot with a developer contribution as needed. If the cost were an excess of the \$650 cap, it would be up for contribution from the developer. She noted that this was their first time with an O&M levy and stated that all 416 lots will receive the mailed notice at \$650 net. She asked for any changes or questions on this budget. She stated that the date for the public hearings would be August 10<sup>th</sup> at 1:30 p.m. at their current location.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, Resolution 2022-05 Approving the Proposed Fiscal Year 2022/2023 Budget, Declaring Special Assessments, and Setting the Public Hearings on the Fiscal Year 2022/2023 Budget and Imposition of Operations and Maintenance Assessments for August 10, 2022 at 1:30 p.m., was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-06 Authorizing the Use of Electronic Documents and Signatures**

Ms. Burns stated that this would allow the District to use DocuSign for the majority of their resolutions and agreements.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, Resolution 2022-06 Authorizing the Use of Electronic Documents and Signatures, was approved.

May 11, 2022

Wind Meadows South CDD

**SIXTH ORDER OF BUSINESS****Staff Reports****A. Attorney**

Ms. Gentry stated that the only report was that Roy informed her that the boundary amendment was on his radar and the plan was to wait until September.

**B. Engineer****i. Consideration of Stormwater Needs Analysis Proposal**

Ms. Burns asked Mr. Hunter if the stormwater system was complete yet. Mr. Hunter responded that it wasn't. He stated that they have a little flexibility with that on whether they push it or not. He noted that it was in his plan to go ahead and complete the report as if it was operable and the responsibility of the CDD as part of this report for Phase 1 and include it that way prior to June 30.

He stated that the transfer of the stormwater to the O&M entity had to happen by law and according to the permit conditions prior to what they call beneficial occupancy. That is essentially when one home is finished with someone living in it. Ms. Gentry suggested to go ahead and approve this as a not to exceed and if they don't need to do it, then they would not incur it as expenses. She noted that they could wait to see what was online and what tracks with the statutory requirements after this meeting. Ms. Burns asked if they wanted to do not to exceed amount \$12,500.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, Stormwater Needs Analysis Proposal with a Not to Exceed \$12,500 and Authorization to File Report if Needed, was approved.
--

Ms. Burns stated to Mr. Hunter that they had approved as a not to exceed amount so that if they found it necessary to do, then they could do it with the goal being that they do not need to do it. Ms. Burns suggested that Mr. Hunter coordinate with her and Mr. Elliot and they would track that and see if it was required. Mr. Hunter stated that he would follow up with them and figure it out.

**C. District Manager's Report****i. Approval of Check Register**

Ms. Burns stated that the check register was included in the agenda packet for review and the total was \$36,806.33 from February 1 through March 31. She offered to answer any questions.

May 11, 2022

Wind Meadows South CDD

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

Ms. Burns stated that she would double check the check listed to Scenic Terrace South CDD for \$25,000. She noted that doesn't seem correct.

**ii. Balance Sheet and Income Statement**

Ms. Burns stated that the financial statements were included in the agenda package for review and were through March 31 and there was no action necessary from the Board. The next item followed.

**iii. Ratification of Series 2021 AA1 Requisitions #3 to #18**

Ms. Burns stated that these had already been approved and needed to be ratified.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, the Series 2021 AA1 Requisitions #3 to #18, were ratified.

**iv. Presentation of Number of Registered Voters – 0**

Ms. Burns stated that the number of registered voters in the District as of April 15 for this District was zero.

**SEVENTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

There being none, the next item followed.

**NINTH 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.

May 11, 2022

Wind Meadows South CDD

*Jill Burns*

---

Secretary/Assistant Secretary

*Brent Elliott*

---

Chairman/Vice Chairman