

**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, **September 14, 2022** at 1:30 p.m. at 4900 Dundee Road, Winter Haven, Florida.

Present and constituting a quorum:

Brent Elliott	Chairman
Wendy Kerr	Assistant Secretary
Dottie Mobley	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Roy Van Wyk	KE Law
Bryan Hunter	Hunter Engineering
Clayton Smith	GMS

**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**

**Organizational Matters**

**A. Acceptance of Resignation from Branden Eckenrode**

Ms. Burns stated that they received a letter of resignation from Branden Eckenrode. She asked for a motion to accept the resignation.

On MOTION by Mr. Elliott, seconded by Ms. Mobley, with all in favor, Accepting the Resignation from Branden Eckenrode, was approved.
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**B. Appointment to Fill the Vacant Board Seat #5**

Ms. Burns asked for any nominations to fill the vacant seat #5. Timothy Todd was nominated.

On MOTION by Mr. Elliot, seconded by Ms. Mobley, with all in favor, Nominating Timothy Todd to Fill the Vacant Board Seat #5, was approved.

**C. Administration of Oath to Newly Appointed Supervisor**

Ms. Burns stated that Mr. Timothy Todd was not present, so they would swear him prior to the next meeting.

**D. Consideration of Resolution 2022-11 Appointing Assistant Secretary**

Ms. Burns stated that this would appoint Timothy Todd as an Assistant Secretary of the District.

On MOTION by Mr. Elliott, seconded by Ms. Mobley, with all in favor, Resolution 2022-11 Appointing Timothy Todd as an Assistant Secretary, was approved.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the August 10, 2022 Board of Supervisors Meeting**

Ms. Burns presented the minutes of the August 10, 2022 Board of Supervisors meeting and asked if there were any questions, comments, or corrections. The Board had no changes to the minutes.

On MOTION by Mr. Elliott, seconded by Ms. Mobley, with all in favor, the Minutes of the August 10, 2022 Board of Supervisors Meeting, were approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Conveyance Documents for Phase 1 (to be provided under separate cover)**

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Ms. Burns stated that Mr. Van Wyk had prepared the documents for this to get conveyed to the District. She noted that Mr. Smith did an inspection of the site as well to see if there were any kind of items that needed to be completed prior to conveyance. Mr. Smith stated that there were a few items, and one was the meter for lights needed to be placed. He continued to discuss some of the items that they were concerned about like the chipping and cracking on the monument considering that it was new. He added that it was also already starting to lose paint in several locations. He stated that they could do repairs, or they could have the vendor do the repairs. He discussed the entry and frontage trees, which were small and sparse. He noted that they would monitor for productive establishment. He also discussed the poor establishment of the sod. It was noted that they would continue to monitor this and that it may require spot replacement. He reviewed the irrigation that was currently running on battery and would need final installation of decoders and controller. He stated that it was all still pending. Once that is done, the final inspection can then be performed.

Mr. Smith noted that one of the biggest items was the grate missing from the control structure. He asked if the backside of the fence on page 35 of the agenda package would be part of the CDD. He noted that the area was marked by stakes and needed graded for long term maintenance all along the back of frontage fencing. It was noted that if this would be part of the lots, to disregard. He stated that overall, they were in really good shape. He stated that they had the landscaper out there and they had mowed and bushhogged the entire center and had plans to keep it all maintained so it could be an open space area. He explained that they were monitoring the amenity areas. He added the hog damage to the pond back near the amenity on the north and east side will need sod replacement. He noted that they would do some finalizing, which would allow the District to acquire the improvements. The Board further discussed the conveyance process for clarification.

On MOTION by Mr. Elliott, seconded by Ms. Mobley, with all in favor, the Conveyance Documents for Phase 1, was approved in substantial form.
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**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Van Wyk stated that he had nothing to report.

**B. Engineer**

Mr. Hunter stated that he had nothing to report.

**C. Field Manager's Report** *(to be provided under separate cover)*

Mr. Smith stated that the bulk of the report was the conveyance that was just discussed. He stated that he only had one vendor that he would recommend unless their price was just way above the other vendors.

**D. District Manager's Report**

**i. Approval of Check Register**

Ms. Burns stated that the total amount of the check register was \$3,622.73.

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

**ii. Balance Sheet and Income Statement**

Ms. Burns stated that the financial statements were included in the agenda package for review. There was no action necessary. She asked if anyone had any questions. Hearing none, the next item followed.

**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.

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

*Jill Burns*

Secretary/Assistant Secretary

*Brent Elliott*

Chairman/Vice Chairman