

**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, **February 8, 2023** at 1:34 p.m. at 4900 Dundee Road, Winter Haven, Florida.

Present and constituting a quorum:

Brent Elliott
Halsey Carson
Timothy Todd

Chairman
Vice Chairman
Assistant Secretary

Also present were:

Jill Burns
Lauren Gentry
Bryan Hunter
Clayton Smith
Jarett Wright

District Manager, GMS
Kilinski | Van Wyk, District Counsel
District Engineer, Hunter Engineering
Field Manager, GMS
Field Manager, 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

**Approval of Minutes of the January 11,
2023 Board of Supervisors Meeting**

Ms. Burns presented the minutes of the January 11, 2023 Board of Supervisors meeting and asked if there were any questions, comments, or corrections. The Board had no changes to the minutes.

February 8, 2023

Wind Meadows South CDD

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Minutes of the January 11, 2023 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2023-04 Ratifying Setting the Public Hearing on the Amenity Policies and Rates and the Publication of Notices for the Hearing

Ms. Burns presented Resolution 2023-04 stating that this was ratifying setting the public hearing on the amenity center policies and rates for March 8, 2023. She noted that they discussed at their last meeting setting that public hearing and staff sent the notice.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Resolution 2023-04 Ratifying Setting the Public Hearing on the Amenity Policies and Rates for March 8, 2023 and the Publication of Notices for the Hearing, was ratified.

Ms. Gentry stated that if the Board sees anything in the rules that they think needs to be added or changed, they have the ability to make changes up until that hearing. Ms. Burns noted that they had dog park, pool, and playground.

FIFTH ORDER OF BUSINESS

Presentation and Consideration of Amended and Restated Engineer’s Report dated January 25, 2023

Ms. Burns stated that she believed the only changes were to the acreage. Ms. Gentry noted that they originally thought that they could get by without it being in the engineer’s report, but upon drafting the documents, they realized to get a nice clean record, they should amend the engineer’s report to include that new acreage legal description and the acreage numbers. She explained that it was a small change, but they wanted to get that legal description in there so they could rely on that for the notices to the boundary amendment property. She further explained that this was just clean up and she would let Mr. Hunter describe anything else that he thought the Board should know about moving forward. Mr. Hunter explained that this was to update the engineer’s report to account for the expanded boundary, which was reflected in the exhibits and the acreages. He noted that it was essentially to accommodate the Phase 2 addition and the boundary amendment for Phase 2. He stated that most of the questions he got were about the cost

February 8, 2023

Wind Meadows South CDD

estimate at the end. He explained that the numbers did not change. He reviewed that they just amended the report to reflect the new acreages for the added boundary.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Amended and Restated Engineer's Report dated January 25, 2023, was approved as amended.

SIXTH ORDER OF BUSINESS

Presentation and Consideration of Revised Amended and Restated Master Assessment Methodology dated January 11, 2023

Ms. Burns presented this item to the Board stating that the only changes to this was the acreage. All the numbers discussed in the prior report were going to be the same and the only table that was going to change was Table 7, which allocates the debt by acre. She further explained that all the other tables would remain the same and none of those other amounts would change.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Revised Amended and Restated Master Assessment Methodology dated January 11, 2023, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Amended and Restated Resolution 2023-05 Rescinding Resolution 2023-01 Declaring Special Assessments on Boundary Amendment Parcels

Ms. Burns presented the amended and restated Resolution 2023-05 rescinding Resolution 2023-01 to the Board. Ms. Gentry stated that this was very similar to what they saw last time. She further explained that this rescinds the original resolution and replaces it with just one that gets published.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Amended and Restated Resolution 2023-05 Rescinding Resolution 2023-01 Declaring Special Assessments on Boundary Amendment Parcels, was approved.

February 8, 2023

Wind Meadows South CDD

EIGHTH ORDER OF BUSINESS**Consideration of Resolution 2023-06
Amending Resolution 2023-02 and Re-
Setting the Public Hearing on the
Imposition of Special Assessments on
Boundary Amendment Parcels**

Ms. Burns presented Resolution 2023-06 amending Resolution 2023-02 and resetting the public hearing. She noted that the date remained the same, April 12, 2023. Ms. Gentry noted that it was originally in March and this would give them time to notice. She explained that this was to levy the debt assessments on that new boundary amendment property.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, Resolution 2023-06 Amending Resolution 2023-02 and Resetting the Public Hearing on the Imposition of Special Assessments on Boundary Amendment Parcels for April 12, 2023, was approved.

NINTH ORDER OF BUSINESS**Consideration of Resolution 2023-07
Amending the Fiscal Year 2023 Budget**

Ms. Burns presented Resolution 2023-07 stating that this was the current year budget. She explained that when they were reviewing and doing the financials at the beginning of the year, the accountant realized that there was an error. She noted that all the amounts in there were the same, but for the total amount of the budget and the revenues, only the administrative and field operation numbers were added into the total. She further explained that the amenity expenditures were not added in. She stated that the total amount of all the numbers were accounted for, but the total and total revenues were off by the \$61,462. She also stated that since they had to amend this anyway, they also made a couple of changes to adjust the amenity expenditures down based on the new opening timeline from what they had been given over the summer. She explained that they also increased the landscape maintenance based on the current contract. She noted that the reason driving the change was the adding error. She stated that all the amenity amounts decreased based on their prorated version as opposed to an entire year and the addition of the \$29,320 for the landscaping. She further explained that it was a procedural thing before they got to the audit, and they wanted the Board to adopt the revised version that has the correct total.

February 8, 2023

Wind Meadows South CDD

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, Resolution 2023-07 Amending the Fiscal Year 2023 Budget, was approved.

TENTH ORDER OF BUSINESS

Consideration of Assignment of Contractor Agreement for Phase 2 Construction – ADDED

Ms. Burns presented this item to the Board stating that this was being assigned from the developer to the District. Ms. Gentry stated that this was an advanced approval that they were asking for. She noted that it was brought to their attention that there was a contract that the developer would like to be assigned to the CDD so that the CDD could carry out that work and achieve the tax-exempt savings that the CDD was eligible for. She explained that this was the form of documents that they would use to make assignment when it's right to do so. She noted that they were looking for approval in substantial form from the Board and for approval for the Chair to execute those documents when the time is right.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Assignment of Contractor Agreement for Phase 2 Construction and Authorizing the Chair to Execute, was approved in substantial form.

ELEVENTH ORDER OF BUSINESS

Consideration of Construction Funding Agreement for Phase 2 Project – ADDED

Ms. Burns presented this item to the Board stating that this was for Wind Meadows South 2, LLC. She explained that this was an agreement for the construction cost for the Phase 2 project.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Construction Funding Agreement for Phase 2 Project, was approved.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Gentry stated that their firm was going through some rebranding, and they have renamed themselves Kilinski | Van Wyk, PLLC. She noted that they were also changing the colors from blue to green.

February 8, 2023

Wind Meadows South CDD

B. Engineer

Mr. Hunter stated that he didn't have anything to report, but he would be happy to answer any questions.

C. Field Manager's Report

Mr. Smith reviewed the field manager's report starting with the general completed items. He stated that they had the ravine bush hogged, they were working with the vendor to inventory and replace any frost damaged plants, they replaced and repaired missing or leaning street signs and stop signs, they ordered new street signs to replaced damaged signs. He reviewed the in-progress items stating that he had some quotes for amenity vendor contracts, and they also had a walk-through scheduled next week to go through everything. He noted that they were still waiting on the electrical box at the amenity there to power the controller. He stated that he noticed that there was a decent amount of trash around and they were going to try to work with the builders to remind them to pick up their trash and would also schedule their crew out there for a quick clean-up day in the CDD areas. He noted that one item that he was getting from residents was the pricing for installing more fencing. The Board responded that it was up to the builder if they wanted to install fencing.

i. Consideration of Proposals for Amenity Center

a) Landscape Maintenance Addendum with Weber Environmental Services, Inc.

Mr. Smith reviewed this proposal with the Board stating that the total to add this on would be \$8,199.96. He added that this was with their current vendor.

On MOTION by Mr. Todd, seconded by Mr. Elliott, with all in favor, the Landscape Maintenance Addendum with Weber Environmental Services, Inc. for \$8,199.96, was approved.

b) Security Camera Installation from Current Demands

Mr. Smith presented this proposal to the Board stating that this was with a security vendor that they had worked with. He explained that they gave them a basic write-up for five cameras and basic coverage of the pool deck, the parking area, the back of the building, and the gate. He further

February 8, 2023

Wind Meadows South CDD

explained that it was a basic camera system to monitor remotely. Ms. Burns stated that it was within the budget for security.

On MOTION by Mr. Elliott, seconded by Mr. Todd, with all in favor, Security Camera Installation from Current Demands, was approved.

c) Pool Maintenance *(to be provided under separate cover)*

d) Janitorial Maintenance *(to be provided under separate cover)*

Mr. Smith reviewed this proposal from Serenity Pools & Spas with the Board stating that the quote was for servicing the pool on Monday, Wednesday, and Friday. He noted that the quote also included janitorial services and they were only once a week. The Serenity Pools & Spas quote was for \$5,000. He presented Resort Pools Services proposal who was a company that they work with quite regularly and was doing the pools start-up. He noted that they were \$2,500 per month for three services per week. He stated that if they go with them, there would be another janitorial company. He noted that the cleaning services would be \$550 per month. He explained that if they go with Resort Pools Services, they would be about \$1,500 less per month than Serenity Pools & Spas. Ms. Burns added that they would be getting two extra cleanings with Resort Pools Services.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Serenity Pools & Spas if they Match the Price NTE \$3,250, if not, engaging with CSS and Resort Pool Services, was approved.

ii. Consideration of Proposal to Replace Frost Damaged Plants from Weber Environmental Services, Inc.

Mr. Smith presented this proposal to the Board. He explained that this proposal was to remove and replace frost damaged plants.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Proposal to Replace Frost Damaged Plants from Weber Environmental Services, Inc., was approved.

February 8, 2023

Wind Meadows South CDD

D. District Manager’s Report

i. Approval of Check Register

Ms. Burns presented the check register to the Board. She stated that she would be happy to answer any questions. She noted that the total amount was \$55,190.36 from October 1st through December 31st.

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

ii. Balance Sheet and Income Statement

Ms. Burns presented the financials to the Board stating that they were through the end of December.

THIRTEENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

FOURTEENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being none, the next item followed.

FIFTEENTH ORDER OF BUSINESS

Adjournment

Ms. Burns adjourned the meeting.

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

Jill Burns

Secretary/Assistant Secretary

Brent Elliott

Chairman/Vice Chairman