

**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, **July 12, 2023** at 1:30 p.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Brent Elliott	Chairman
Halsey Carson	Vice Chairman
Timothy Todd	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Lauren Gentry	District Counsel, KVW Law
Corey Roberts	District Counsel, KVW Law
Bryan Hunter <i>by Zoom</i>	District Engineer, Hunter Engineering
Clayton Smith	Field Manager, GMS
Allen Bailey	Field Manager, GMS

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns explained the procedures for the public comment period and the public hearing portions of this meeting. She asked for public comments.

- Resident (Teresa) stated she did not have a copy of the agenda. She asked a question regarding operating costs, and then asked if residents can sit on Board. She asked about awareness of meetings. She had other questions on utilization on pool use, revenue collection, and non-residents use of facilities.
- Resident asked about getting a budget and operating statements. Ms. Burns noted the budget is on the CDD website.
- Resident had question on budget, streetlights, and repairs.

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- Resident had question on the website address.
- Resident had questions on streetlights, access for receipts, parking rules and enforcement.
- Another question was asked on playgrounds, basketball courts and other areas.
- Resident had questions on CDD fees, and meeting schedules.

Ms. Burns answered questions on websites, budgets, financials, meeting schedules posted on website for viewing, access cards and what was necessary for issuance, use of facilities by non-residents, safety concerns, and security surveillance, non-resident user fees, pool cleaning and service and maintenance concerns. She gave her office for contacting for further questions.

Ms. Burns explained the transition of the Board to resident control. Ms. Burns explained the process of meetings, notices and addressing resident concerns. Streetlight updates were provided, and issues addressed they are encountering. Mr. Smith addressed solar lighting.

THIRD ORDER OF BUSINESS

Approval of Minutes of the May 10, 2023 Board of Supervisors Meeting

Ms. Burns presented the minutes of the May 10, 2023 Board of Supervisors meeting and asked if there were any questions, comments, or corrections. The Board had no changes to the minutes.

<p>On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Minutes of the May 10, 2023 Board of Supervisors Meeting, were approved.</p>
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FOURTH ORDER OF BUSINESS

Consideration of Resolution 2023-19 Ratifying Series 2023 Bonds

Ms. Burns stated the District will vote on the bond issuance for Series 2023 for Assessment Area 2 on May 11th. This resolution will ratify all actions of the District Chair. There is no financial impact related to bond debt on property already issued.

<p>On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, Resolution 2023-19 Ratifying Series 2023 Bonds, was approved.</p>

FIFTH ORDER OF BUSINESS

Consideration of Amended and Restated Disclosure of Public Financing

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Ms. Burns stated this disclosure has been updated to include the Assessment Area 2 bonds for notice to potential property owners. This has been recorded and needs ratification.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Amended and Restated Disclosure of Public Financing, was approved.

SIXTH ORDER OF BUSINESS

Public Hearings

A. Public Hearing on the Adoption of the Fiscal Year 2024 Budget

Ms. Burns stated the preliminary budget was approved back in April and a mailed notice was sent to all property owners that sets a cap amount. She noted there were copies provided and it was available on the website and noted in the mailed notices.

Ms. Burns stated this new budget for 2024 begins October 1, 2023 and runs through September 30, 2024. The assessment is collected on the Polk County tax bill every November. She highlighted the areas for the increase and noted the current amount is \$698.92 per household. She added the Developer contribution offset those assessments and is no longer in affect and the pro-rated amount. Most of the basic operations are increased to include a full year of services, and other additional landscape maintenance costs for a full year. The proposed amount annually collected is \$1,229. Ms. Burns asked for a motion to open the public hearing.

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

Ms. Burns asked for any public comments. Resident asked for clarification on the annual amount. She noted the increase is \$531 per household. She reviewed the process for collection and noted they use the tax collector as the collection method. She added this is an assessment not a tax. Ms. Gentry added comments on the assessments. Other questions were asked for clarification on property insurance, damage amounts, and security issues. Ms. Burns noted added security for the pool is included in the upcoming budget. Postage costs, contracts, insurance, amenities, maintenance responsibility, HOA issues, easement issues, parking areas on a first-come-first-serve basis, capital reserves amount and use of reserves, platted lots, assessments, roadways, sidewalks were discussed.

Ms. Gentry addressed concerns on repairs, constructions, warranties, and contracts.

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Ms. Burns asked for questions from the Zoom line. A resident asked a question regarding the invoices from the vendors.

Ms. Burns asked for a motion to close the public hearing.

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

i. Consideration of Resolution 2023-20 Adopting the District’s Fiscal Year 2024 Budget and Appropriating Funds

Ms. Burns asked if there were any questions relating to the Resolution 2023-20 or budget. Hearing none, she asked for a motion.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, Resolution 2023-20 Adopting the Districts Fiscal Year 2024 Budget and Appropriating Funds, was approved.

B. Public Hearing on the Imposition of Operations and Maintenance Special Assessments

Ms. Burns stated this public hearing has been advertised and mailed notices were sent. She explained the hearing is for imposing the assessment amount based on the budget the Board has adopted. Ms. Burns asked for a motion to open the public hearing.

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

Ms. Burns asked for any public comments. A question was asked for clarification of the operation and maintenance assessment amount and increases and decreases. Ms. Gentry added that if there is an increase, they were required by law to send out additional mailed notices. Another question was asked on who was allowed on the voting for these Resolutions. Ms. Burns noted that only the 5 members of the Board were allowed to vote, and they were the representatives for of the Developer and the community. Other questions were asked for certification of the tax roll.

Ms. Burns asked for a motion to close the public hearing.

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

i. Consideration of Resolution 2023-21 Imposing Special Assessments and Certifying an Assessment Roll

Ms. Burns asked for a motion to approve the resolution if there were no further questions from the Board.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, Resolution 2023-21 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2023-22 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2024

Ms. Burns stated the scheduled is in the packed and is the same as the current schedule. The meetings are scheduled for the 2nd Wednesday of each month at 1:30 p.m. in the same location.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, Resolution 2023-22 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2024 for the 2nd Wednesday of Each Month at 1:30 p.m. in the same location, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2023-23 Designating a Date, Time, and Location for a Landowners' Meeting and Election

Ms. Burns stated the Landowner's meeting and election would need to be held in November. She stated there would be a notice published in the paper. She suggested the meeting be held on Tuesday, November 7, 2023 and 9:30 a.m. She explained how the residents had an opportunity to vote. She added there would be 3 seats up for election. She reviewed the requirements are the person had to be at least 18 years old, a resident of the state of Florida, and a US Citizen. She noted they would take nominations at the meeting, and you had to be present at the meeting to nominate.

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On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, Resolution 2023-23 Designating a Date, Time and Location for a Landowners' Meeting and Election for Tuesday, November 7, 2023 at 9:30 a.m. at the hotel, was approved.

Ms. Gentry stated there was copy of the agenda and the budget, elections, and a sample ballot, proxy form for those interested.

NINTH ORDER OF BUSINESS

Acceptance of Fiscal Year 2022 Audit Report

Ms. Burns stated this audit report is included in the package and the District is required to an independent audit annually each year. This was bid out for a 5-year term and was completed by the deadline and submitted to the state. She added this was a clean audit and there were no findings.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, Acceptance of the Fiscal Year 2022 Audit Report, was approved.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Gentry stated the Board of Legislature had enacted a new requirement for Districts' Board members for 4 hours ethics training. She noted this for the 2024 year and begins January 1, 2024. She added her firm is pulling together information and will update the Board at a later meeting.

Ms. Gentry noted they were working on Phase 2 acquisitions and reviewing the improvements and paperwork.

B. Engineer

Mr. Hunter stated he had nothing to report at this time.

C. Field Manager's Report

- i. Consideration of Proposal from Resort Pools for Increased Frequency of Services**

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Mr. Bailey updated the Board on the month's work to include the street signs, signage for the pool, damage and repairs, landscaping replacements, amenity closure, pool vendors and services. He reviewed the proposals.

This proposal will increase the services from 3 days to 6 days. The cost will increase from \$2500 to \$3000. It was noted this could be decreased when the construction is completed.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Proposal from Resort Pools for Increased Frequency of Services, was approved.

ii. Consideration of Proposal from All American Lawn and Tree Specialists for Pest Control Services

Mr. Bailey stated this proposal is for pest control for a monthly servicing of the amenity area and a quarterly servicing for ants and wasps. The total is \$1,808.

On MOTION by Mr. Elliott, seconded by Mr. Todd, with all in favor, the Proposal from All American Lawn and Tree Specialist for Pest Control Services, was approved.

iii. Consideration of Proposals from Weber Environmental Services

a) Re-Staking Leaning Trees on Mountain Flower Lane

Mr. Bailey stated this proposal is for landscaping and staking the 40 leaning trees. The cost is \$1250.

b) Replacing Irrigation Nozzles

Mr. Bailey stated this is for irrigation nozzle head replacements. The total will be \$3093.60.

c) Removal and Replacement of Dead Plants Due to Poor Irrigation

Mr. Bailey stated this proposal is for replacement of dead plants due to poor irrigation for a total of \$1900.

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d) Re-Structurally Trim Trees

Mr. Bailey stated this proposal is for tree trimming for a total of \$3640. Ms. Burns noted there were funds in the budget for these proposals.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Proposals from Weber Environmental Services, was approved.

D. District Manager’s Report

i. Approval of Check Register

Ms. Burns presented approval of the check register for \$59,685.64 for the month of April 1st through May 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 stated that the financial statements were in the agenda package for review. There is no action necessary on those but she noted that she was happy to answer any questions.

iii. Ratification of Series 2021 AA1 Requisition #19

iv. Ratification of Summary of Series 2023 AA2 Requisitions #1 to #13

Ms. Burns stated these have been approved by the Chair and the Engineer and need ratification.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Requisitions Series 2021 AA1 #19, Summary of Series 2023 AA2 #1-#13, were ratified.

ELEVENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

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TWELFTH ORDER OF BUSINESS

**Supervisors Requests and Audience
Comments**

There was a concern for clarification on the CDD owns the roads and parking issues need to go to HOA. Ms. Burns noted the CDD does not have a street parking and towing policy in place, but one can be put in if there is a need.

A concern was noted for the proposals and asked if they were already in the budget. Ms. Burns replied these were in the budget.

A comment was made on security cameras and a public record request.

Another comment was made on ADA compliance.

Comments were made on placing cameras on CDD property, signage, speed bumps, traffic study, GMS contact information on the website, and trash bins.

THIRTEENTH 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

DocuSigned by:
Brent Elliott
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Chairman/Vice Chairman