

**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 Monday, **April 8, 2024**, 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
Timothy Todd	Assistant Secretary
Karen Ritchie	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Lauren Gentry	District Counsel, Kilinski Van Wyk
Chris Loy	District Counsel, Kilinski Van Wyk
Bryan Hunter <i>by Zoom</i>	District Engineer, Hunter Engineering
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 stated there were no members of public present and no members joining via Zoom.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the March 5, 2024  
Board of Supervisors Meeting**

Ms. Burns presented the minutes of the March 5, 2024 Board of Supervisors meeting and asked if there were any questions, comments, or corrections. The Board had no changes to the minutes.

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On MOTION by Mr. Elliott, seconded by Ms. Ritchie, with all in favor, the Minutes of the March 5, 2024 Board of Supervisors Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-03 Approving the Proposed Fiscal Year 2024/2025 Budget (Suggested Date: July 10, 2024) and Setting the Public Hearing on the Adoption of the Fiscal Year 2024/2025 Budget**

Ms. Burns stated a preliminary budget needs to be approved by June 15<sup>th</sup> of each year so this is the preliminary budget that will sort of set their cap. They can't go higher than that amount without sending mailed notice to all property owners within the community. A public hearing will be set to adopt the budget. The proposed date is July 10<sup>th</sup> which is the regular July meeting. This proposed budget contemplates keeping assessments the same as the current year. With Phase 2 coming online, there was some capacity to increase line items overall without increasing the per lot assessment. They may be able to lower assessments. This budget is kept the same but it is showing a \$255,000 capital reserve transfer. If they decide not to decrease assessments, there are some field related items where some funds can be shifted. She noted she would be happy to answer any questions, otherwise looking for a motion to approve Resolution 2024-03.

On MOTION by Mr. Elliott, seconded by Ms. Ritchie, with all in favor, Resolution 2024-03 Approving the Proposed Fiscal Year 2024/2025 Budget for July 10, 2024 and Setting the Public Hearing on the Adoption of the Fiscal Year 2024/2025 Budget, was approved.

**FIFTH ORDER OF BUSINESS**

**Appointment of Audit Committee**

Ms. Burns stated they need to rebid the audit every three years so this is actually for the 2024 audit. If the Board would like to appoint themselves as the Audit Committee, they can motion to have the Board appoint themselves.

On MOTION by Mr. Elliott, seconded by Ms. Ritchie, with all in favor, the Appointment of the Board as Audit Committee, was approved.

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**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Gentry spoke about tracking bills to be passed that affect CDDs and noted they are waiting on two. One imposes a new reporting requirement for annual performance goals and numbers. The second one would be some liability protection for cyber security.

**B. Engineer**

Mr. Hunter updated the Board on construction starting to wrap up in Phase 2. Phase 2 construction activities are broken into subphases, Phase 2A East and 2A West, both of which construction has been completed as far as contractor work goes and clearance on water and sewer systems obtained. They are starting to get as-builts and test results for the final phase which they call Phase 2B.

**C. Field Manager's Report**

Mr. Bailey presented the field managers' report. Topics included tree and signage straightening, crash bar repair, new playground, and unsodded area with seed testing.

**i. Consideration of Landscape Maintenance Proposals**

**a) Cardinal Landscaping**

**b) Prince and Sons**

**c) Weber Environmental**

**i. Fiscal Year 2023-2024**

**ii. Fiscal Year 2024-2025**

Mr. Bailey presented three landscape proposals. The goal was if whoever is going to bid could hold their price for the next fiscal year. Two of the vendors agreed but the current vendor could not. For Weber to finish out the year it would be \$96,624. Their yearly contract would total \$199,050. Prince and Sons included mulch and palm trimming for \$133,537. Cardinal also offered mulch and palm trimming for \$131,950. Ms. Gentry stated she will send the 30-day notice of termination to Weber. Ms. Burns noted that is for Phase 1. To the extent Phase 2 needs to be mowed in the next 30 days, they can move forward with Prince.

On MOTION by Mr. Elliott, seconded by Mr. Todd, with all in favor, the Landscape Maintenance Proposal from Prince and Sons, was approved.

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**ii. Consideration of Proposal to Install Solar Lights at Mailboxes at Amenity**

Mr. Bailey presented the GMS proposal for two sets of solar lights at mailboxes.

On MOTION by Mr. Elliot, seconded by Ms. Ritchie, with all in favor, the GMS Proposal to Install Solar Lights at Mailboxes at Amenity, was approved.

**iii. Consideration of Proposal from All American Lawn & Tree Specialists for Pest Control at Playgrounds**

Mr. Bailey presented the proposal for the quarterly pest control treatment to the playgrounds for \$460 for the year.

On MOTION by Mr. Elliott, seconded by Ms. Ritchie, with all in favor, the Proposal from All American Lawn & Tree Specialists for Pest Control at Playgrounds, was approved.

**D. District Manager’s Report**

**i. Approval of Check Register**

Ms. Burns presented the check register for review and approval. The total for February 24 through March 29 is \$34,018.80. She noted if there are any questions on the invoices, she would be happy to answer them.

On MOTION by Mr. Elliott, seconded by Ms. Ritchie, with all in favor, the Check Register for \$34,018.80, was approved.

**ii. Balance Sheet and Income Statement**

Ms. Burns stated the financial statements through February were in the agenda package for review. They are for informational purposes. There is no action necessary from the Board.

**SEVENTH ORDER OF BUSINESS**

**Other Business**

There being no comments, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

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There being no comments, the next item followed.

**NINTH ORDER OF BUSINESS**

**Adjournment**

Ms. Burns adjourned the meeting.

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

*Jill Burns*

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Secretary/Assistant Secretary

DocuSigned by:

*Brent Elliott*

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Chairman/Vice Chairman