

**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 on Tuesday, **January 27, 2026**, at 1:00 p.m. at the Home 2 Suites by Hilton Lakeland North I-4, 3610 Hopewell Ave., Lakeland, Florida.

Present and constituting a quorum:

Lori Campagna  
Kelly Evans  
Brad Gilley  
Heather Santer

Chairperson  
Vice Chairperson  
Assistant Secretary  
Assistant Secretary

Also present were:

Katie O'Rourke  
Grace Rinaldi  
Allen Bailey  
Bryan Hunter *via zoom*

District Manager, GMS  
District Counsel, Kilinski Van Wyk  
Field Manager, GMS  
District Engineer

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. O'Rourke called the meeting to order at 1:00 p.m. and called roll. Four Board members were in attendance constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. O'Rourke opened the public comment period. There being no comments, the next item followed.

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**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the October 28, 2025 Board of Supervisors Meeting**

Ms. O'Rourke presented the minutes of the October 28, 2025 Board of Supervisors meeting and noted that they had been checked for accuracy. She asked for any comments, corrections, or changes to the minutes. The Board had no changes to the minutes.

On MOTION by Ms. Evans, seconded by Mr. Gilley, with all in favor, the Minutes of the October 28, 2025 Board of Supervisors Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2026-04 Ratifying Staff's Action in Amending Location of Public Hearing to Amend Rules of Procedure**

Ms. O'Rourke reviewed Resolution 2026-04 to ratify staff's action to change the public hearing location and noted its location in the agenda packet.

On MOTION by Ms. Evans, seconded by Ms. Campagna, with all in favor, Resolution 2026-04 Ratifying Staff's Action in Amending Location of Public Hearing to Amend Rules of Procedure, was approved.

**FIFTH ORDER OF BUSINESS**

**Public Hearing to Amend Rules of Procedure**

Ms. O'Rourke stated that they would move to the public hearing section of the agenda. She asked for a motion to open the hearing.

On MOTION by Ms. Evans, seconded by Ms. Campagna, with all in favor, Opening the Public Hearing, was approved.

**A. Consideration of Resolution 2026-05 Adopting Amended and Restated Rules of Procedure**

Ms. O'Rourke stated that the public hearing was scheduled to approve minor statutory updates to the Rules of Procedure that were passed during the past legislative session. A public comment was made in the public hearing regarding landscaper vendor laying down & sleeping while on the job.

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On MOTION by Ms. Evans, seconded by Mr. Gilley, with all in favor, Resolution 2026-05 Adopting Amended and Restated Rules of Procedure, was approved.

Ms. O'Rourke moved to approve the closing of the public hearing.

On MOTION by Ms. Evans, seconded by Ms. Santer, with all in favor, Closing the Public Hearing, was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2026-06  
Ratifying Updated Meeting Schedule for  
Remainder of Fiscal Year 2026**

Ms. O'Rourke reviewed Resolution 2026-06 to ratify the meeting schedule for the rest of the fiscal year. She noted that the dates didn't change; only the meeting location did.

On MOTION by Ms. Evans, seconded by Ms. Santer, with all in favor, Resolution 2026-06 Ratifying Updated Meeting Schedule for Remainder of Fiscal Year 2026, was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resident Request for  
Pool Construction Access at 2995 Flying  
Blackbird Rd**

Ms. O'Rourke reviewed the resident's request for access to pool construction at 2995 Flying Bird Road. The contractor had asked to come in from the road instead of crossing a neighbor's lawn. Ms. O'Rourke explained that the District normally uses a construction access agreement, so any damage to CDD property would be covered, with the homeowner and pool company responsible for restoration and a deposit required. The usual deposit was noted as \$500, but the Board decided to increase it to \$1,500. A motion was made to approve the access request, with Ms. Rinaldi drafting the agreement and the higher deposit amount.

On MOTION by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Resident Request for Pool Consideration Access at 2995 Flying Blackbird Road, was approved.

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**EIGHTH ORDER OF BUSINESS**

**Consideration of Data Sharing and Usage Agreement with Polk County Property Appraiser**

Ms. O'Rourke reviewed the Data Sharing and Usage Agreement with the county. She stated that it was described as mainly administrative and confirmed that the District would follow state confidentiality rules for protected professions such as law enforcement and judges.

On MOTION by Ms. Evans, seconded by Mr. Gilley, with all in favor, the Data Sharing and Usage Agreement with Polk County Property Appraiser, was approved.

**NINTH ORDER OF BUSINESS**

**Consideration of Contract Agreement with Polk County Property Appraiser**

Ms. O'Rourke reviewed the standard annual agreement with Polk County that was needed to keep the District's parcels listed with the property appraiser and to collect assessments on the tax roll.

On MOTION by Ms. Evans, seconded by Ms. Santer, with all in favor, the Contract Agreement with Polk County Property Appraiser, was approved.

**TENTH ORDER OF BUSINESS**

**Ratification of Fiscal Year 2025 Audit Engagement Letter**

Ms. O'Rourke reviewed the auditor's audit engagement letter and confirmed that the \$3,300 annual fee matched both the proposal and the budget.

On MOTION by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Fiscal Year 2025 Audit Engagement Letter, was ratified.

**ELEVENTH ORDER OF BUSINESS**

**Presentation of Arbitrage Report – Series 2021**

Ms. O'Rourke reviewed the Series 2021 bond arbitrage report and explained that the District had to show it did not earn more interest than it paid on the bonds. She pointed to the page of the report showing a negative amount, which confirmed they were compliant. Ms. O'Rourke stated the report was independently prepared and required by the trust indenture.

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On MOTION by Ms. Evans, seconded by Ms. Campagna, with all in favor, Accepting the Arbitrage Report Series 2021, was approved.

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

Ms. Rinaldi stated that she had nothing to report but could answer any questions.

**B. Engineer**

Mr. Hunter discussed the status of the Yarborough Lane extension tied to the Touchstone subdivision. He recalled prior discussions about permits, construction plans, and possible conditions and wanted to know if the project had moved forward. Ms. O'Rourke and Mr. Bailey said that the road had been partially widened and some drainage and sod work had been done, but the connection was still incomplete and mostly dirt beyond a certain point. They confirmed an easement existed for the work. Ms. Rinaldi stated that she would share the easement documents with him and follow up with the developer and District engineer for updates. Mr. Hunter raised concerns about future traffic impacts from the new connection and adjacent approved development, warning that Wind Meadows South could see increased cut-through traffic. He suggested the Board consider options to discourage traffic if needed. The Board asked Mr. Hunter to monitor the project more closely and provide ongoing updates to the board.

**C. Field Manager's Report**

Mr. Bailey reviewed the field manager's report. He stated that new mulch was added at the ravine and Eagle playground areas, and sharp metal edging around a barrier was trimmed and fixed so no one would get cut. The dog park fence was put back up, several community signs were addressed, and vendors were performing as expected on the winter schedule. He explained that if landscapers were seen sitting or lying down, they were likely on lunch break. Areas backing up to the farm were only bush hogged every two months, with closer fence lines maintained more regularly. He said he would talk to the landscaping manager about crews parking on the grass instead of the parking lot because it was causing ruts. A problem palm tree at the first roundabout was replaced. At the amenity center, step edges were repainted for visibility, the dog park fence and water-powered lift were installed, and light mulch touch-ups were done.

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Mr. Bailey reported that the recent cold weather damaged some plants, causing browning. The vendor said covering plants would not have helped much at those temperatures, but the Board asked for a follow-up action plan for treatment and recovery.

Residents raised concerns about slippery pavers under the pool gazebo. It was agreed to get pricing for pressure washing and bring back a proposal at the next meeting. The Tract B fence encroachment was fixed. Transition areas were treated and looked in good shape. The Yarborough connection and sod were installed, and staff said the sod should recover with irrigation and drainage. They also discussed worn playground areas and approved adding ADA-certified mulch, with up to \$2,000 to be paid once certification is confirmed.

**i. Discussion of Fence Encroachment at 2184 Albatross**

Mr. Bailey stated that they had already fixed the Tract B fence encroachment and moved the fence off District property. The only remaining issue was the rough, rutted ground behind the homes in that stretch. Mr. Bailey explained that it wasn't properly graded and could be a rough ride for landscapers mowing there, and they mentioned keeping about a 15-foot buffer off the fences and possibly getting grading prices. The Board didn't want to spend money on grading, said the area wasn't really used or visible, and instead directed field to have the landscapers bushhog it carefully near the fences. Mr. Bailey then provided an update on the transitional ponds, saying they were in good shape. They had already been bush-hogged and sprayed on schedule and there wasn't much growth yet because it was still winter. They reviewed photos of the Yarborough area and new sod. When someone asked why the sod looked dead, Mr. Bailey said it was due to drainage and watering patterns, and that it should green up again once it rained.

**ii. Mulch Proposal Presented**

Mr. Bailey stated that they had talked about the playground mulch getting worn thin around the slides, and said it needed to be topped off. Everyone agreed it had to be ADA-certified mulch. The vendor said they could bring it in and offered about \$1,870 for the two main playground areas. The Board asked that ADA certification be clearly shown in the proposal and contract. They didn't want to wait another month, they made and passed a motion to approve the work for ADA mulch not to exceed \$2,000, pending proof of certification.

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On MOTION by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Mulch Proposal Including ADA Language, was approved.

**D. District Manager’s Report**

**i. Approval of Check Register**

Ms. O’Rourke reviewed the check register from mid-October 2025 through mid-January 2026 and noted the detailed invoice list was included right after in the agenda packet. Ms. O’Rourke stated everything had been checked for accuracy and asked for approval.

On MOTION by Ms. Campagna, seconded by Ms. Evans, with all in favor, the Check Register, was approved.

**ii. Balance Sheet & Income Statement**

Ms. O’Rourke presented the unaudited financials. These are for informational purposes only. No action is required from the Board.

**iii. Discussion Regarding Unauthorized Event – ADDED**

Ms. O’Rourke stated that a random third party had advertised a teen pool party at the Wind Meadow South pool without any approval, mentioning loud music and rule breaking. Since outside parties weren’t allowed and no one knew who organized it, it was treated as a risk, and an off-duty law enforcement officer was hired for about \$325 to be on site during the scheduled time. Even after hearing the event was moved to a nearby park, they kept the officer scheduled just to be safe. The Board agreed it was a good precaution and thanked staff for handling it.

**THIRTEENTH ORDER OF BUSINESS**

**Other Business**

Ms. Campagna spoke to Ms. Santer, asking her to check with her friends to see if anyone might be interested in joining the board. She said a notice would go out to all homeowners so everyone would be informed, and they’d start collecting resumes over the next month or two. They planned to review submissions as they came in and noted that anyone interested should attend a meeting first to understand the process and the role.

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**FOURTEENTH ORDER OF BUSINESS**

**Supervisors' Requests and Audience Comments**

Ms. Evans discussed preparing for budget season and that the proposed budget would come in May, with final adoption around August. She stressed that Board members and residents should attend the meetings, online or in person, to understand how the CDD budget process works, since it's more structured and different from the HOA side. The board agreed that it would help to create a simple flyer explaining the difference between what the CDD and the HOA handle, especially for new homeowners. The Board directed Ms. O'Rourke to work with the HOA contacts to put that together.

Ms. Campagna also mentioned they could offer a CDD "101"- style class once the Board was fully turned over to the residents. It was noted that the turnover to resident control was expected around late February or early March 2027, and that the HOA's role right now was mostly compliance related.

**FIFTEENTH ORDER OF BUSINESS**

**Adjournment**

Ms. O'Rourke asked for a motion to adjourn the meeting.

On MOTION by Ms. Santer, seconded by Ms. Evans, with all in favor, the meeting was adjourned.

Signed by:

*Katie O'Rourke*

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Secretary/Assistant Secretary

DocuSigned by:

*Lori Campagna*

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Chairman/Vice Chairman