

MINUTES OF MEETING
WYNNFIELD LAKES COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Wynnfield Lakes Community Development District was held Wednesday, January 17, 2018 at 6:00 p.m. at the University of North Florida, University Center, 12000 Alumni Drive, Room 1090, Jacksonville, Florida.

Present and constituting a quorum were:

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| Dr. Kristi Sweeney | Vice Chairman |
| Robert Herndon | Supervisor |
| Terry Stanley | Supervisor |
| Claire Marsh | Supervisor |
| Luis-Diaz Rodriguez | Supervisor |

Also present were:

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| Daniel Laughlin | GMS |
| Jason Walters | District Counsel (by phone) |
| Dave deNagy | GMS |
| Richard Waters | Riverside Management Services |
| Darrin Mossing | GMS |
| Darrin Mossing, Jr. | GMS |
| Jason Greenwood | GMS |

The following is a summary of the minutes and actions taken at the January 17, 2018 meeting. A copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Laughlin called the meeting to order at 6:00 p.m.

SECOND ORDER OF BUSINESS

Audience Comments

There being none the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Consideration of Resumes for Seat 3 Vacancy

The resume of Luis-Diaz Rodriguez is included in the agenda package.

On MOTION by Mr. Stanley seconded by Mr. Herndon with all in favor to appoint Luis-Diaz Rodriguez to the board was approved.

B. Oath of Office for Newly Appointed Supervisors

The Oath of Office was administered to Mr. Rodriguez. He will accept compensation.

Claire Marsh was administered the Oath of Office before the meeting. She will accept compensation.

C. Consideration of Resolution 2018-01, Election of Officers

Currently, the Chair spot is vacant, Dr. Sweeney is Vice-Chair, Mr. Herndon and Mr. Stanley are Assistant Secretaries, Mr. Dave deNagy from GMS is Secretary, Mr. Jim Perry from GMS is Treasurer/Assistant Secretary, Mr. James Oliver from GMS is Assistant Treasurer/Assistant Secretary, Ms. Patti Powers from GMS is Assistant Treasurer, and Mr. Rich Hans from GMS is Assistant Secretary.

Mr. Laughlin asked for a motion to designate a Chairperson.

On MOTION by Mr. Herndon seconded by Mr. Stanley with all in favor to designate Dr. Kristi Sweeney as Chairman was approved.

On MOTION by Mr. Herndon seconded by Ms. Marsh with all in favor to designate Terry Stanley as Vice-Chair was approved.

On MOTION by Dr. Sweeney seconded by Mr. Herndon with all in favor to designate Ms. Marsh, Mr. Herndon, and Mr. Rodriguez as Assistant Secretaries and have GMS employees remain in their current positions was approved.

Mr. deNagy stated Ms. Marsh's and Mr. Rodriguez's seats run through 2020. Mr. Stanley's and Dr. Sweeney's seats expire in 2018. They can go to the Supervisor of Elections to submit their name for this year's election.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the October 18, 2017 Meeting

The minutes are included in the agenda package behind Tab IV.

On MOTION by Mr. Stanley seconded by Dr. Sweeney with all in favor the Minutes of the October 18, 2017 meeting were approved.

FIFTH ORDER OF BUSINESS

Ratification of 2018 Agreements

Mr. Walters stated all these are pursuant to approvals the board has already made.

A. Brightview Landscaping

This is for a one-year term, is a renewal of the existing contract, and has been budgeted for.

On MOTION by Dr. Sweeney seconded by Mr. Herndon with all in favor to ratify FY18 Brightview Landscaping agreement was approved.

B. Crystal Clean

On MOTION by Dr. Sweeney seconded by Mr. Herndon with all in favor to ratify FY18 Crystal Clean agreement was approved.

C. Giddens Security

On MOTION by Dr. Sweeney seconded by Mr. Herndon with all in favor to ratify FY18 Giddens Security agreement was approved.

SIXTH ORDER OF BUSINESS

Selection of the Audit Committee

New auditors have to be selected for this next year, so an Audit Committee must be selected. Typically the board members serve as the Audit Committee, who will then make the criteria for choosing an auditor.

On MOTION by Dr. Sweeney seconded by Ms. Marsh with all in favor to have the board members serve as the Audit Committee was approved.

SEVENTH ORDER OF BUSINESS

Other Business

Dr. Sweeney addressed the pond slope repair for Pond #600. It had been discussed at the last meeting. Given that the erosion is not that serious at this time, and the cost to repair could be near \$800,000, the board had decided not to move forward. This is something the Engineer will monitor, and if it gets to the point of needing repair, money will probably have to be borrowed. The board can ask the Engineer to get more estimates at that time, and the board will go through the RFP process.

Mr. Herndon brought up the part of the property where three homeowners have agreed to maintain that portion. Two of the three homeowners will be moving. Mr. Herndon has spoken to one of the new homeowners, and that homeowner is receptive to maintaining the property. Mr. Herndon will get the new homeowner information to Mr. Walters. Mr. Walters will contact the new homeowners and explain the situation to see if they wish to continue to maintain the property.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Walters stated he had no action items for the board.

B. Engineer – Pond Bank Repair

There was no Engineer's report. Mr. deNagy reported that Mr. Doub will be retiring in February, and Don Lockwood will take over as Engineer.

C. Manager

Mr. Laughlin had no report. Mr. deNagy reported that the budget meeting will be in May, and the landscape contract will be reviewed. He has asked Mr. Stephens to go ahead and get bids for the March meeting.

D. Operation Manager's Report - Memorandum

Mr. Stephens' report is located in the Agenda Package behind Section VIII-D.

Mr. deNagy reported for Mr. Stephens. Mr. Stephens is aware there were problems with the Christmas lighting this past season. After investigation, it was determined that water was getting into the bulbs, which was causing the lights to short out. Rope lighting will be used next year, and money will probably be added into the budget for holiday lighting and decorations.

The goose problem was discussed. Mr. Laughlin will speak to Mr. Stephens about the problem to see what can be done.

E. Amenity Manager

Mr. Waters presented his report located in the agenda package as part of the Operation Manager's report. The Christmas event was well attended. There was general discussion regarding special events. Mr. Waters was asked to give soccer league updates to the board.

NINTH ORDER OF BUSINESS

Audience Comments / Supervisor's Requests

Audience Comments

Tom Kurt asked is the CDD was in charge of the streets. He was told the County was in charge of the streets and sidewalks.

Security was discussed and the amount spent on patrolling the area. Mr. Laughlin will look into a cost share with the HOA for security.

Supervisor Requests

There were no supervisor requests.

Mr. deNagy thanked Mr. Herndon for his years of service on the board. The board authorized staff to post a notice for anyone interested in being a board members to fill Seat No. 5 that will be vacated by Robert Herndon.

TENTH ORDER OF BUSINESS

Financial Reports

A. Approval of Check Register

Mr. Laughlin stated the total of the check run for the General Fund is \$94,350.44

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| On MOTION by Dr. Sweeney seconded by Mr. Herndon with all in favor the Check Register was approved. |
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B. Balance Sheet & Income Statement

This item is included in the agenda package and is reflected through November 30, 2017.

C. Special Assessment Receipt Schedule

This item is included in the agenda package.

ELEVENTH ORDER OF BUSINESS

**Next Meeting Scheduled – March 21, 2018,
6:00 p.m. at the University of North Florida,
University Center, 12000 Alumni Drive,
Room 1090, Jacksonville, FL 32224**

Mr. Laughlin stated the next meeting will be March 21, 2018 at 6:00 p.m. at this location.

TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Dr. Sweeney seconded by Mr. Rodriguez with all
in favor the meeting was adjourned.



Secretary/Assistant Secretary



Chairperson/Vice Chairperson