

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, March 21, 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:

Dr. Kristi Sweeney	Vice Chairman
Terry Stanley	Supervisor
Claire Marsh	Supervisor
Luis Diaz-Rodriguez	Supervisor
Kate Priddy	Supervisor

Also present were:

Daniel Laughlin	GMS
Jason Walters	District Counsel
Dave deNagy	GMS
Richard Waters	Riverside Management Services
Chris Hill	Riverside Management Services
Rich Whetsel	Riverside Management Services

*The following is a summary of the minutes and actions taken at the March 21, 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 6:05 p.m.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There being none the next item followed.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

The first item is to accept the resignation of Robert Herndon as of March 1, 2018.

On MOTION by Dr. Sweeney seconded by Mr. Diaz-Rodriguez with all in favor to accept the resignation of Robert Herndon was approved.

**A. Consideration of Resumes for Seat 5 Vacancy**

The resumes of Kate Priddy and Thomas Kuhrt are located behind Tab III-A.

Mr. Diaz-Rodriguez suggested that the candidates be given an opportunity to present to the board any particular skill or attribute they think would be worthwhile.

Ms. Priddy stated she is a homeowner and has vested interest in the community, and she also has experience working with committees and making decisions.

Mr. Kuhrt stated he is a Navy pilot, licensed Florida home inspector, and on the Board of Directors for another condo community. He is experienced being on boards and is active in the community.

Both candidates gave their ideas of what their role on the CDD board would be.

The board members discussed both candidates. One candidate is a member of the HOA board, and a current board member is also a member of the HOA board. Mr. Walters mentioned that the risk of violating Sunshine Laws is heightened in this circumstance.

After discussion, the majority of the board members selected Kate Priddy to fill Seat 5.

On MOTION by Dr. Sweeney seconded by Ms. Marsh with Mr. Stanley in favor and Mr. Diaz-Rodriguez opposed to appoint Kate Priddy to fill Seat 5 was approved.

Both candidates were thanked for coming to the board meeting.

**B. Oath of Office for Newly Appointed Supervisors**

The Oath of Office was administered to Ms. Priddy. She will accept compensation.

**C. Consideration of Resolution 2018-04, Election of Officers**

At the last meeting, a Chairperson and Vice-Chair were appointed. Mr. Laughlin suggested the slate of office remain the way it is now with Ms. Priddy being added as Assistant Secretary.

The slate of officers is Dr. Kristi Sweeney is Chairman; Terry Stanley is Vice-Chair; Claire Marsh, Kate Priddy, and Luis Diaz-Rodriguez are Assistant Secretaries; Dave deNagy is

Secretary; James Perry is Treasurer and Assistant Secretary; James Oliver is Assistant Treasurer and Assistant Secretary; Patti Powers is Assistant Treasurer; and Rich Hans is Assistant Secretary.

On MOTION by Dr. Sweeney seconded by Mr. Stanley with all in favor Resolution 2018-04, Election of Officers, was approved.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the January 17, 2018 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 January 17, 2018 meeting were approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Landscape Proposals**

Proposals were received from four companies. The current service provider is Brightview, and other proposals were received from R&D, Yellowstone, and Tree Amigos. Representatives from all companies were present and introduced themselves to the board members.

Mr. Laughlin gave the pricing from the four companies, which ranged from \$50,706 to \$65,799.58.

Each proposer gave a brief presentation along with some recommendations, and the board asked questions of all the proposers. Discussion ensued after the proposers stepped out of the room.

On MOTION by Dr. Sweeney seconded by Ms. Priddy with all in favor the landscape contract from Yellowstone accepting the contract maintenance price and the unit price for mulch and pine straw was approved.

A 30-day Notice of Termination will be provided to Brightview.

**SIXTH ORDER OF BUSINESS**

**Acceptance of the Audit Committee's Recommendation and Authorization to Issue an RFP**

On MOTION by Ms. Marsh seconded by Dr. Sweeney with all in favor to accept the Audit Committee's recommendation and authorization for staff to issue an RFP was approved.

**SEVENTH ORDER OF BUSINESS**

**Coastal Kicks Soccer**

**1. Update on 2017 Coastal Kicks Soccer Program**

The annual report from Coastal Kicks Soccer is located in the agenda package behind Tab VII-1.

Jay Golomb from Coastal Kicks was present and provided more detail to his annual report, gave an update on the program, and answered questions from the board members. Field maintenance was discussed.

**2. Consideration of Coastal Kicks Soccer Proposal**

Dr. Sweeney stated she has heard many positive things about the soccer program, and she would vote to have the program extended another year.

On MOTION by Dr. Sweeney seconded by Mr. Stanley with all in favor the Coastal Kicks Soccer proposal for Summer 2018 through Spring 2019 was approved, and staff is authorized to prepare an agreement.

**EIGHTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Walters stated he had no action items for the board. He gave information to new supervisor, Kate Priddy, regarding her role as a board member and the laws she is subject to.

Staff is not subject to Sunshine Laws, so supervisors may contact the attorney, District Manager, or other staff members between meetings to ask questions if necessary.

Mr. Walters will provide a final update on the legislative session. Nothing passed that would detrimentally affect the Districts.

**B. Engineer**

There was no Engineer's report.

**C. Manager**

Mr. deNagy reported that board members have received an updated agreement regarding landscape maintenance. Mr. Herndon and two neighbors were maintaining an area of the CDD property. It has been brought to our attention that Mr. Herndon's name is still on the cover page and on Page 2. That will be corrected to show the name Townsend. We are looking for a motion to approve the agreement in substantial form.

On MOTION by Dr. Sweeney seconded by Mr. Diaz-Rodriguez with all in favor the license agreement for landscape maintenance with new homeowners at 12193 Emerald Green Ct. was approved in substantial form.
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**D. Operation Manager's Report - Memorandum**

Mr. Hill presented the Operation Manager's report located in the Agenda Package behind Section IX-D.

Mr. Hill was asked to get pricing for aeration on the field, palm tree pruning, and anything else that might want to be included in the FY19 budget. He was also asked to get pricing for a Goosinator and Goose masters, which is a service that uses dogs to get rid of geese.

**E. Amenity Manager**

Mr. Waters presented his report located in the agenda package as part of the Operation Manager's report. Mr. Waters was asked to think of special events to see if anything needs to be added to the FY 19 budget.

**TENTH ORDER OF BUSINESS**

**Audience Comments / Supervisor's Requests**

**Audience Comments**

Martha Diaz-Rodriguez spoke about the tennis lights being on at 12:00 p.m. They were supposed to go off at 11:00, but because of the time change, they stayed on later.

**Supervisor Requests**

Ms. Marsh spoke of having a 4<sup>th</sup> of July event, maybe a fireworks show. That will have to be investigated to see if a permit is required.

Mr. Diaz-Rodriguez would like for a fountain to be put in the lake. Mr. Hill was asked to get proposals for adding a fountain. Costs could be shared with the HOA for this item. Mr. Laughlin will look at JEA bills to determine how the first fountain installation impacted utilities.

**ELEVENTH ORDER OF BUSINESS                      Financial Reports**

**A.    Approval of Check Register**

Mr. Laughlin stated the total of the check run for the General Fund is \$79,497.28

On MOTION by Mr. Stanley seconded by Ms. Priddy with all in favor the Check Register was approved.

**B.    Balance Sheet & Income Statement**

This item is included in the agenda package and is reflected through January 31, 2018.

**C.    Special Assessment Receipt Schedule**

This item is included in the agenda package.

**TWELFTH ORDER OF BUSINESS                      Next Meeting Scheduled – May 16, 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 May 16, 2018 at 6:00 p.m. at this location. This will be the FY19 budget meeting.

**THIRTEENTH ORDER OF BUSINESS                      Adjournment**

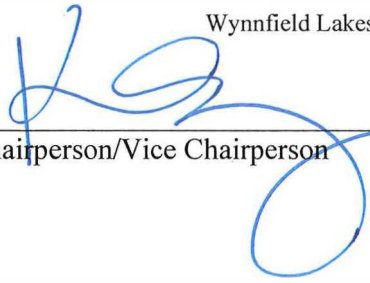
On MOTION by Mr. Stanley seconded by Mr. Diaz-Rodriguez with all in favor the meeting was adjourned.

March 21, 2018

Wynnfield Lakes CDD



Secretary/Assistant Secretary



Chairperson/Vice Chairperson