

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, September 19, 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	Chairman
Terry Stanley	Supervisor
Claire Marsh	Supervisor
Kate Priddy	Supervisor

Also present were:

Daniel Laughlin	GMS
Jason Walters	District Counsel (by phone)
Don Craig	ETM
Richard Waters	Riverside Management Services
Chris Hall	Riverside Management Services

The following is a summary of the discussions and actions taken at the September 19, 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

Approval of Minutes of the July 18, 2018 Meeting

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

On MOTION by Dr. Sweeney seconded by Mr. Stanley with all in favor the Minutes of the July 18, 2018 meeting were approved.
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FOURTH ORDER OF BUSINESS

Consideration of Proposal from VGlobalTech for ADA Website Accessibility

A copy of the proposal is located behind Tab IV.

Mr. Laughlin stated there have been some lawsuits in some of the south Florida districts regarding websites not being ADA accessible. We are in the process of getting all the CDD websites up to code. There is a one-time \$1,750 fee to convert everything, and thereafter it will be \$1,250 annually to maintain updates. Multiple proposals were received, and this one was the best. The amount will not affect the budget.

On MOTION by Dr. Sweeney seconded by Ms. Marsh with all in favor proposal from VGlobalTech for ADA website accessibility was approved.

FIFTH ORDER OF BUSINESS

Acceptance of Engagement Letter from Grau & Associates for FY 2018 Audit Services

Mr. Laughlin stated Grau & Associates is the company the board chose after going through the RFP process for audit services. The fee stated is the same as the proposed amount.

On MOTION by Dr. Sweeney seconded by Ms. Priddy with all in favor to accept the Engagement letter from Grau & Associates for FY18 audit services was approved.

SIXTH ORDER OF BUSINESS

Consideration of Renewal Agreement with Lake Doctors, Inc. for FY19

A copy of the renewal agreement is located in the agenda package behind Tab VI. There is a slight increase of \$20 per month.

On MOTION by Dr. Sweeney seconded by Ms. Priddy with all in favor the renewal agreement with Lake Doctors for FY19 was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Revised Proposal from ECS, Florida for Pond Bank Inspections

This item is located in the agenda package behind Tab VII. It is basically the same proposal that was discussed previously. The first proposal was for inspecting all the ponds with an initial inspection fee of \$2,750, and annual inspections of \$1,800. The revised proposal is an inspection of one pond for \$1,800 with annual inspection of \$1,050. The fees quotes are valid for three years.

After discussion, the board decided the approve the first proposal submitted by ECS Florida.

On MOTION by Dr. Sweeney seconded by Ms. Marsh with all in favor the first proposal from ECS Florida for the inspection of all District pond banks in the amount of \$2,750 was approved.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2018-08
Classifying and Authorizing Disposition of
Surplus Tangible Personal Property**

Resolution 2018-08 was submitted as a separate handout and not part of the agenda package. This is for the old pool furniture.

Mr. Walters stated under state law, you cannot dispose of certain types of publicly owned property. Sometimes surplus property is not feasible to keep. If it is under \$5,000, you can dispose of it, however, since it is over \$5,000 this resolution sets forth the steps in which you can dispose of the surplus property. This is a required step before the property is disposed.

On MOTION by Dr. Sweeney seconded by Ms. Priddy with all in favor Resolution 2018-08 Classifying and Authorizing Disposition of Surplus Tangible Personal Property was approved.

NINTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

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

B. Engineer

There was no Engineer's Report.

C. Manager

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

D. Operation Manager's Report - Memorandum

Mr. Hall presented the Operation Manager's report located in the Agenda Package behind Tab X-D. He provided updates on items completed that were listed in his report. Some trees around lights need to be cut because they have grown so tall and dense. There have been complaints from residents. A total of 27 trees need to be trimmed for a total of \$1,360.46. Mr. Hall can proceed with this project without a motion from the board.

There was discussion regarding the sod and how the previous contractor killed the sod and did not replace it. Mr. Walters stated the CDD can make a demand that certain work wasn't provided per the contract, and they will respond accordingly. After discussion, it was decided Mr. Laughlin and Mr. Walters will work together to talk to the contractor.

Mr. Hall provided a price to put rubber mulch around the pool area in the amount of \$8,745. This amount includes a charge for RMS to pick up the mulch from Central Florida. The amount can be absorbed in the budget.

On MOTION by Ms. Marsh seconded by Ms. Priddy with all in favor to purchase rubber mulch in the amount of \$8,745, including pick-up, was approved.

The pool slide was discussed, and it was decided to keep the one that is in place until it breaks and then order a new one.

E. Amenity Manager

Mr. Waters presented his report located in the agenda package as part of the Operation Manager's report. The last event held was very well attended by the residents. A new outdoor projector needs to be purchased, and Mr. Waters will bring pricing to the next meeting. Mr. Stanley suggested looking into purchasing a bigger outdoor screen. Dr. Sweeney acknowledged Mr. Waters on the good job organizing the special event and hours he put into the project. It was

suggested by board members that as events are added, the HOA chip in to help defray CDD expenses.

ELEVENTH ORDER OF BUSINESS Audience Comments / Supervisor’s Requests.

Audience Comments

A resident asked about the goose control and if we were locked into a 3-year price. Dr. Sweeney stated there is a 30-day out clause. The resident was told the amount being paid to Goosemasters. Dr. Sweeney spoke of the success she and other residents have seen so far.

A resident spoke about speeding in the neighborhood and having a traffic calming study performed. She requested the HOA to look into it, but they deferred saying it was the CDD responsibility. There was discussion regarding this issue with the possibility being raised of the HOA and CDD splitting the costs. It was suggested that speed humps be placed at the entrance, and the speed limit be lowered to 25 mph.

Supervisor Requests

There being none, the next item followed.

TWELFTH ORDER OF BUSINESS Financial Reports

A. Approval of Check Register

Mr. Laughlin stated the total of the check run for the General Fund is \$50,616.33.

On MOTION by Ms. Priddy seconded by Dr. Sweeney 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 July 31, 2018.

C. Special Assessment Receipt Schedule

This item is included in the agenda package.

THIRTEENTH ORDER OF BUSINESS Next Meeting Scheduled – November 14, 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 November 14, 2018 at 6:00 p.m. at this location.

FOURTEENTH ORDER OF BUSINESS Adjournment

On MOTION by Dr. Sweeney seconded by Ms. Marsh with all in favor the meeting was adjourned.



Secretary/Assistant Secretary



Chairperson/Vice Chairperson