

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, May 20, 2020 using *Zoom* media technology pursuant to Executive Orders 20-52, 20-69 and 20-123 issued by Governor DeSantis, including any extensions or supplements thereof, and pursuant to Section 120.54(5)(b)2., *Florida Statutes*.

Present and constituting a quorum were:

Dr. Kristi Sweeney	Chairman
Claire Marsh	Supervisor
Kate Priddy	Supervisor
Sharon Thomaszfski	Supervisor

Also present were:

Daniel Laughlin	District Manager
Jason Walters	District Counsel
Don Craig	District Engineer (by phone)
Chris Hall	Riverside Management Services
Lance Faiman	Riverside Management Services
Jay Golomb	Coastal Kicks Soccer

The following is a summary of the discussions and actions taken at the May 20, 2020 meeting. An audio 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 6:01 p.m.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the April 29, 2020
Special Meeting**

There were no comments on the minutes.

On MOTION by Ms. Thomaszfski seconded by Dr. Sweeney with all in favor the minutes of the April 29, 2020 special meeting and were approved as presented.
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FOURTH ORDER OF BUSINESS

Coastal Kicks Soccer

A. 2019-2020 Annual Report

Mr. Golomb gave an overview of the 2019-2020 annual report, a copy of which was included in the agenda package and thanked the Board for allowing Coastal Kicks to use the CDD’s field.

B. 2020-2021 Proposal

Mr. Golomb informed the Board that instead of rescheduling the spring program in June or July as the proposal in the agenda package included, Coastal Kicks they would like to start with the summer camp the last week of July, and that both the summer camp and fall program may require social distancing.

Ms. Thomaszfski expressed a concern over use of the pool for the summer camp if the amenity facilities are still under a capacity restriction. Mr. Golomb noted use of the pool could be eliminated if that is the Board’s decision and Coastal Kicks would conform to any of the Board’s restrictions. Dr. Sweeney inquired about whether the programs would be credited or refunded if needed and Mr. Golomb confirmed the summer program would be refundable if the program needed to be canceled altogether. The field usage fee due to the District will remain the same at 5%.

On MOTION by Dr. Sweeney seconded by Ms. Marsh with all in favor Coastal Kick’s proposal for the 2020-2021 year was approved as discussed above.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2020-03, Approving the Proposed Budget for Fiscal Year 2021 and Setting a Public Hearing Date for Adoption

Mr. Laughlin stated the public hearing date would be July 22, 2020 at 6:00 p.m. Currently there is no proposed increase in assessments. We’re setting a maximum assessment amount here, so until we adopt at the July meeting we can come down on the number, but we cannot go up. However, money can be moved around in the line items.

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On MOTION by Dr. Sweeney seconded by Ms. Thomaszfski with all in favor Resolution 2020,03 approving the budget as presented and setting a public hearing for July 22, 2020 at 6:00 p.m. was approved.

SIXTH ORDER OF BUSINESS

Consideration of Lake Maintenance Proposals

Mr. Hall stated we received two proposals from Solitude Lake Management and Lake & Wetland Management. Lake & Wetland proposed lake maintenance services with debris removal included, which is not included by the current provider, water testing, and fish and wildlife observations, at a minimum of 12 visits per year for a total of \$652 per month. There would be no charge for extra visits should issues arise. Fountain maintenance was included as an option at a cost of \$120 per quarter.

Solitude Lake Management proposed similar services with 24 visits per year for a total of \$839 per month. Mr. Hall noted that may not mean the lakes are being cleaned twice per month, but they will be inspected, and the District will receive the same amount of chemicals and treatment.

Following a discussion by the Board, Lake and Wetland Management's proposal was approved with exception to the fountain maintenance option. Mr. Hall will bring a proposal back at the next meeting for fountain maintenance due to a miscommunication.

On MOTION by Ms. Thomaszfski seconded by Ms. Priddy with all in favor Lake and Wetland Management's proposal was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Walters stated we will continue to monitor the governmental directives and guidance and will keep the Board and staff in the loop as need be.

B. District Engineer

There being nothing to report, the next item followed.

C. District Manager – Report on the Number of Registered Voters (1,053)

Mr. Laughlin informed the Board there are 1,053 registered voters within the District boundaries. Mr. Laughlin also noted the qualifying period for the 2020 general election starts at

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noon on June 8, 2020 and runs through June 12, 2020 at noon. Seats 1, 3 and 5 are up for election.

D. Operation Manager - Memorandum

Mr. Hall informed the Board the gym has been sanitized and is ready for reopening at the Board's direction. The Board and staff discussed the capacity limits of four or five people, safety measures such as restricting use of certain equipment and only allowing the gym to be open while a staff member is present, and possible time limits if residents are waiting to enter due to the limited capacity.

Mr. Laughlin directed staff to open the facilities with the pool open from 9:00 a.m. to 7:00 p.m. and the fitness center open so long as social distancing guidelines are being followed.

Dr. Sweeney requested more hand sanitizer be placed around the amenity facilities.

Mr. Hall noted Crystal Clean is not available to make necessary marcite patches so the repairs will be completed by RMS with the goal to have the pool open for the upcoming weekend. There are more extensive marcite repairs needed in the future in the spray ground area of the pool and Mr. Hall will obtain bids for the repair when needed. RMS has also repaired the damaged tennis court posts. In regard to landscape improvements, the berm has been filled in with grasses, some dead trees have been removed and some new sod has been put in place.

Ms. Marsh asked that Mr. Hall and Yellowstone look at the dead plants at the four-way stop at Wynnfield Lakes Circle and Sunchase toward the amenity center.

Dr. Sweeney asked that staff look into adjusting the schedule for the pool monitors to extend the pool hours from 9:00 a.m. to 8:00 p.m. Sunday through Saturday. Ms. Priddy asked that the pool monitors enforce the no smoking rule. Dr. Sweeney also asked that residents and guests be differentiated on the sign-in sheet at the pool.

Ms. Marsh asked if a congratulations to the 2020 seniors could be posted, either on the message board or banner created. Mr. Hall stated a message could definitely be posted on the message board.

Ms. Marsh also asked about the possibility of doing a 4th of July bike parade event in which the kids would decorate the bikes with food or dessert trucks. Mr. Laughlin stated we could certainly look into some kind of social distancing appropriate events.

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E. Amenity Manager

Mr. Faiman had nothing further to report.

Ms. Priddy asked if the homeless complaint behind the community has been checked on.

Mr. Hall stated there is a ton of trash and I'm sure there's people back there, but when I was in the area there was nobody there. Unless I catch them there's not a lot I can do.

Mr. Laughlin stated that would be a police matter either way.

EIGHTH ORDER OF BUSINESS

Audience Comments / Supervisor's Requests

Audience Comments

Ms. Melissa Settle, 11847 Wynnfield Lakes Circle, thanked the Board for their efforts in the community.

Supervisor's Requests

Dr. Sweeney stated we do have a pretty hefty budget for the events we put on so I would like to do something, event if it's just something small to engage the community, or tell them the money will be set aside and we will try and do something.

Mr. Laughlin stated we will work on doing something right now, but once everything opens back up, we will have that money still sitting there.

Ms. Priddy stated I appreciated the HOA meeting notification on the message board, but I want the CDD meeting to also be on there too.

Dr. Sweeney asked if a sidewalk toward the entrance of the community could be repaired. Mr. Hall noted he would put in a request with the City.

NINTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Financial Reports

A. Approval of Check Register

A copy of the check register totaling \$13,235.87

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On MOTION by Ms. Thomaszfski seconded by Dr. Sweeney with all in favor the Check Register was approved.

B. Balance Sheet & Income Statement

A copy of the balance sheet and income statement was included in the agenda package.

C. Special Assessment Receipt Schedule

A copy of the assessment receipts schedule was included in the agenda package.

ELEVENTH ORDER OF BUSINESS Next Meeting Scheduled

Mr. Laughlin stated the next regularly scheduled meeting is July 22, 2020 at 6:00 p.m. at the University of North Florida at the University Center. We will see if we're going to hold it via Zoom or in person.

TWELFTH ORDER OF BUSINESS Adjournment

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

DocuSigned by:
Daniel Laughlin
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Secretary/Assistant Secretary

DocuSigned by:
Kristi Sweeney
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Chairperson/Vice Chairperson