

*Wynnfield Lakes  
Community Development District*

*March 21, 2018*

# *Wynnfield Lakes*

## *Community Development District*

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*475 West Town Place, Suite 114, St. Augustine, Florida 32092*  
*Phone: 904-940-5850 - Fax: 904-940-5899*

March 14, 2018

Board of Supervisors  
Wynnfield Lakes Community  
Development District

Dear Board Members:

The Board of Supervisors meeting of the Wynnfield Lakes Community Development District will be 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. Following is the advance agenda for this meeting:

### **Audit Committee Meeting**

- I. Roll Call
- II. Selection of Auditor Evaluation Criteria
- III. Other Business
- IV. Adjournment

### **Board of Supervisors Meeting**

- I. Roll Call
- II. Audience Comments
- III. Organizational Matters
  - A. Consideration of Resumes for Seat 5 Vacancy
  - B. Oath of Office for Newly Appointed Supervisors
  - C. Consideration of Resolution 2018-04, Election of Officers
- IV. Approval of Minutes of the January 17, 2018 Meeting
- V. Consideration of Landscape Proposals
- VI. Acceptance of the Audit Committee's Recommendation and Authorization to Issue an RFP
- VII. Coastal Kicks Soccer
  1. Update on 2017 Coastal Kicks Soccer Program
  2. Consideration of Coastal Kicks Soccer Proposal
- VIII. Other Business
- IX. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. Manager
  - D. Operations Manager – Memorandum
  - E. Amenity Manager
- X. Audience Comments / Supervisors' Requests

- XI. Financial Reports
  - A. Approval of Check Register
  - B. Balance Sheet & Income Statement
  - C. Special Assessment Receipt Schedule
- XII. Next Scheduled Meeting – May 16, 2018 @ 6:00 p.m. at the University of North Florida, University Center, 12000 Alumni Drive, Room 1090, Jacksonville, FL 32224
- XIII. Adjournment

Enclosed under the third order of business are resumes for the seat five vacancy along with resolution 2018-04 with which the board can consider restructuring the slate of officers.

Enclosed for your review and approval are the minutes of the January 17, 2018 meeting.

The fifth order of business is consideration of landscape proposals. Copies of the pricing summaries are enclosed for your review. Hard copies of the proposals will be available at the amenity center for you to pick up prior to the meeting.

The sixth order of business is acceptance of the audit committee's recommendation and authorization to issue an RFP. Enclosed for your review is a copy of the auditor evaluation criteria.

The seventh order of business is related to Coastal Kick Soccer. Enclosed for your review and approval are copies of an update on the 2017 program as well as a proposal for 2018.

Enclosed for your review and approval is the check register, balance sheet and income statement, and special assessment receipt schedule.

The balance of the agenda is routine in nature and staff will present their reports at the meeting. In the meantime if you have any questions, please contact me.

Sincerely,

Dave deNagy  
District Manager

## *AGENDA*

# **Wynnfield Lakes Community Development District Agenda**

Wednesday  
March 21, 2018  
6:00 p.m.

University of North Florida  
University Center  
12000 Alumni Drive, Room 1090  
Jacksonville, Florida  
**Call In # 1-800-264-8432 Code 733334**  
[www.wynnfieldlakescdd.com](http://www.wynnfieldlakescdd.com)

## **Audit Committee Meeting**

- I. Roll Call
- II. Selection of Auditor Evaluation Criteria
- III. Other Business
- IV. Adjournment

## **Board of Supervisors Meeting**

- I. Roll Call
- II. Audience Comments
- III. Organizational Matters
  - A. Consideration of Resumes for Seat 5 Vacancy
  - B. Oath of Office for Newly Appointed Supervisors
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- IV. Approval of Minutes of the January 17, 2018 Meeting
- V. Consideration of Landscape Proposals
- VI. Acceptance of the Audit Committee's Recommendation and Authorization to Issue an RFP
- VII. Coastal Kicks Soccer
  - 1. Update on 2017 Coastal Kicks Soccer Program

2. Consideration of Coastal Kicks Soccer Proposal

VIII. Other Business

IX. Staff Reports

A. Attorney

B. Engineer

C. Manager

D. Operations Manager – Memorandum

E. Amenity Manager

X. Audience Comments / Supervisors' Requests

XI. Financial Reports

A. Approval of Check Register

B. Balance Sheet & Income Statement

C. Special Assessment Receipt Schedule

XII. Next Scheduled Meeting – May 16, 2018 @ 6:00 p.m. at the University of North Florida, University Center, 12000 Alumni Drive, Room 1090, Jacksonville, FL 32224

XIII. Adjournment

### *THIRD ORDER OF BUSINESS*

*A.*



**From:** Courtney Hogge <chogge@gmsnf.com>  
**Subject:** Fwd: Wynnfield Lakes CDD  
**Date:** March 5, 2018 at 1:19 PM  
**To:**

CH

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**From:** Kate Priddy <katepriddy@gmail.com>  
**Subject:** **Re: Wynnfield Lakes CDD**  
**Date:** March 5, 2018 at 12:52:45 PM EST  
**To:** Dave deNagy <ddenagy@gmsnf.com>  
**Cc:** Courtney Hogge <chogge@gmsnf.com>, Daniel Laughlin <dlaughlin@gmsnf.com>

Hi Dave,

I've attached a copy of my resume. A little bit about myself - I am originally from West Virginia and moved to Jacksonville for residency training immediately after graduating pharmacy school from WVU. After completing my residency, I accepted a full-time job with UF and worked there for a few years before accepting a position with Florida Blue. My partner Nai (who is also a pharmacist) and I built a house in Wynnfield Lakes in 2010. We have two cats and are very active in the WL community (playing tennis, riding bikes, enjoying the pool and fitness center). We are also active in several recreational sports leagues and try to attend as many Jaguar home games as possible.

I am very familiar with working as part of a committee, including preparing for meetings, engaging in active discussions, and making informed decisions that meet the goals and objectives at hand. I think I would do well as a board member as I have excellent critical thinking and research skills and have a personal interest in the WL community.

I am looking forward to getting to know the board members and am happy to answer any questions they may have ahead of the scheduled meeting.

Thank so much!

Kate

# KATE PRIDDY, PHARM.D., BCPS

11767 Wynnfield Lakes Circle  
Jacksonville, FL 32246

KatePriddy@gmail.com  
304.906.5321

## EDUCATION AND TRAINING

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<b>Pharmacy Residency in Drug Information (PGY2)</b> University of Florida Health - Jacksonville; Jacksonville, FL ASHP Accredited PGY2 Residency	2009 – 2010
<b>Pharmacy Residency (PGY1)</b> University of Florida Health - Jacksonville; Jacksonville, FL ASHP Accredited PGY1 Residency	2008 – 2009
<b>Teaching Certificate</b> University of Florida; Jacksonville, FL	2008 – 2009
<b>Doctor of Pharmacy</b> West Virginia University; Morgantown, WV	2002 – 2008

## PROFESSIONAL EXPERIENCE

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<b>Clinical Pharmacist</b> Florida Blue; Jacksonville, FL <ul style="list-style-type: none"><li>• Develop and implement strategic programs focused on managing Specialty Pharmacy</li><li>• Lead, manage, and support medical cost and medication management initiatives</li><li>• Serve as a pharmacy subject matter expert</li><li>• Coordinate member and provider notifications for pharmacy campaigns</li></ul>	2013 – Present
<b>Clinical Informatics Pharmacist</b> University of Florida Health - Jacksonville; Jacksonville, FL <ul style="list-style-type: none"><li>• Build medications, order sets, and oncology protocols for inpatient and outpatient use</li><li>• Maintain inpatient and outpatient formulary in Epic systems</li><li>• Train pharmacists, technicians, and students to use Epic systems</li><li>• Identify potential risks in medication processes related to Epic systems</li></ul>	2010 – 2013

## LICENSURE AND CERTIFICATION

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Florida Pharmacist License (PS 43654)	2008 – Present
Board Certified Pharmacotherapy Specialist (3100801)	2010 – Present

## PROFESSIONAL AFFILIATIONS

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Academy of Managed Care Pharmacy	2013 – Present
Florida Society of Health-System Pharmacists	2008 – Present

## REFERENCES

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Available upon request



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**Thomas E. Kuhrt**

(630) 886-9876

11933 Diamond Springs Dr, Jacksonville, FL 32246

thomas.kuhrt@gmail.com

## Professional Profile

I am a pilot in the US Navy, serve on the HOA Board of Directors for Georgetown Townhome Community, and am a licensed Home Inspector in the state of Florida.

## Professional Experience

US Navy  
May 2008 - Present  
**Pilot**

Responsibilities:

- Aircraft Commander in P-8A and C-40A
- Orderwriting and travel pay Department Head

## Education

Marquette University, Milwaukee, WI  
**Bachelor of Science in Finance and Information Technology**  
May 2008

The University of Arkansas, Fayetteville, AR  
**Master of Science in Operations Management**  
March 2017

## References

References are available upon request.

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*C.*

**RESOLUTION 2018-04**

**A RESOLUTION DESIGNATING OFFICERS OF THE  
WYNNFIELD LAKES COMMUNITY DEVELOPMENT  
DISTRICT**

**WHEREAS**, the Board of Supervisors of the Wynnfield Lakes Community Development District at a regular business meeting held on March 21, 2018 desires to elect the below recited persons to the offices specified.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD  
OF SUPERVISORS OF THE WYNNFIELD LAKES  
COMMUNITY DEVELOPMENT DISTRICT:**

1. The following persons were elected to the offices shown, to wit:

_____	Chairman
_____	Vice-Chairman
_____	Secretary
_____	Treasurer
_____	Assistant Treasurer
_____	Assistant Secretary(s)
_____	
_____	
_____	

**PASSED AND ADOPTED THIS 21<sup>st</sup> DAY OF MARCH, 2018.**

\_\_\_\_\_  
Chairman / Vice Chairman

\_\_\_\_\_  
Secretary / Assistant Secretary

## *FOURTH ORDER OF BUSINESS*

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:

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

Also present were:

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

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.
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Secretary/Assistant Secretary

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Chairperson/Vice Chairperson

## *FIFTH ORDER OF BUSINESS*

Wynnfield Lakes Community Development District

Landscape Pricing

<u>Landscape Contractor</u>	<u>Pricing</u>
Brightview Landscape	\$ 45,804.00
Mulch	<u>\$ 4,902.00</u>
TOTAL:	<u><u>\$ 50,706.00</u></u>
R & D Landscape	\$ 45,412.00
Mulch	<u>\$ 8,456.00</u>
TOTAL:	<u><u>\$ 53,868.00</u></u>
Yellowstone Landscape	\$ 49,903.61
Mulch (*contractor did not calculate)	<u>\$ 12,250.35</u>
TOTAL:	<u><u>\$ 62,153.96</u></u>
Tree Amigos Landscape	\$ 60,548.54
Mulch	<u>\$ 5,251.04</u>
TOTAL:	<u><u>\$ 65,799.58</u></u>

# PRICING THAT FITS YOUR BUDGET

Proposal Summary FY 2018

WINGFIELD LAKES COMMUNITY DEVELOPMENT DISTRICT  
LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES  
PROPOSAL SUMMARY FY 2018

Item No. and Description (Refer to detailed Specifications and Maintenance Map for Descriptions)

1. Mowing Edging, weed-eating, weed beds, blowing, and weeding of turf.		<u>\$22,267.00</u>
2. Pruning		<u>\$12,211.00</u>
3. Cleaning Litter / Bogus Signs		<u>\$ 857.00</u>
4. Pesticide Application		<u>\$ 1,648.00</u>
5. Fertilization		<u>\$ 3,296.00</u>
6. Irrigation		<u>\$ 3,164.00</u>
7. Annuals	Qty Per Rotation	<u>382</u>
	Total Annual Cost	<u>\$ 2,361.00</u>
	Total Price of Proposal (Items 1-7)	<u>\$45,804.00</u>
	Total Monthly Price (Items 1-7)	<u>\$ 3,817.00</u>

Mulch Quantity 110 Yards

Pine Straw Quantity 12 Bales

Cost per bale of Pine Straw \$ 7.00

Cost per yard of Pine Bark Mulch \$ 43.80

Total Cost for Mulch and Pine Straw \$ 4,902.00

Additional – Weekly mowing of pond bank in growing season and 1x month in dormant season \$ 752.00



## R&D Landscape and Irrigation

### WYNNFIELD LAKES COMMUNITY DEVELOPMENT DISTRICT LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES PROPOSAL SUMMARY FY 2018

Item No. and Description (Refer to Specifications and Maintenance Map for Descriptions)

1. Mowing (edging, weed eating, weeding of beds, blowing and or vacuuming and weeding of lawns)	\$ 31,980.00
2. Pruning	\$ 1,036.00
3. Cleaning Litter/ Bogus Signs	\$ Included
4. Pesticide Application	\$ Included in Fertilization
5. Fertilization	\$ 7,036.00
6. Irrigation	\$ 2,640.00

7. Annuals	Quantity Per Rotation	34 trays 4x annual
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Total Annual Cost	\$ 2,720.00
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Total Price of Proposal (Items 1-7)	\$ 45,412.00
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Mulch quantity	152 yards
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Pine Straw quantity	520 bales
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Cost per bale of Pine Straw	\$ 5.00
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Cost per yard of Pine Bark Mulch	\$ 38.00
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Total cost for Mulch and Pine Straw	\$ 8,456.00
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Additional - weekly mowing of pond bank in	\$ 225.00/ visit
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Total Monthly Price	\$ 4,489.00
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**WYNNFIELD LAKES COMMUNITY DEVELOPMENT DISTRICT  
LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES  
PROPOSAL SUMMARY FY 2018**

**YELLOWSTONE LANDSCAPE**

Item No. and Description (Refer to Specifications and Maintenance Map for Descriptions)

1. Mowing (edging, weed eating, weeding of beds, blowing mid or vacuuming and weeding of lawns)	<u>\$17,609.75</u>
2. Pruning (includes palms)	<u>\$16,799.36</u>
3. Cleaning Litter/ Bogus Signs	<u>\$1,121.59</u>
4. Pesticide Application (herbicides/pesticides/fungicides)	<u>\$1,764.08</u>
5. Fertilization (turf/shrubs/trees)	<u>\$8,449.09</u>
6. Irrigation	<u>\$2,922.24</u>
7. Annuals	Quantity Per Rotation < +/- 250 4" units>
	Total Annual Cost <u>\$1,237.50</u>


Total Price of Proposal (Items 1-7) \$49,903.61

Mulch quantity	151 cubic yards
Pine Straw quantity	993 bales
Cost per bale of Pine Straw	\$5.95 per bale
Cost per yard of Pine Bark Mulch	\$44.00/\$42.00 (dark brown mulch)

Total cost for Mulch and Pine Straw TBD on mulch type

Additional - weekly mowing of pond bank in (bahia lakes only)  
\$105.00 per service

**Total Monthly Price (items 1-7) \$ 4,158.63**

  
Blaine Pearson Yellowstone Landscape  
3/9/18

## The Tree Amigos Outdoor Service

### WYNNFIELD LAKES COMMUNITY DEVELOPMENT DISTRICT LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES PROPOSAL SUMMARY FY 2018

Item No. and Description (Refer to Specifications and Maintenance Map for Descriptions)

1. Mowing (edging, weed eating, weeding of beds, blowing and or vacuuming and weeding of lawns)	\$	31,207.89
2. Pruning	\$	10,285.62
3. Cleaning Litter/ Bogus Signs	\$	947.63
4. Pesticide Application	\$	3,786.22
5. Fertilization	\$	7,536.18
6. Irrigation	\$	3,705.00
7. Annuals	Quantity Per Rotation	308
	Total Annual Cost	\$ 3,080.00
	Total Price of Proposal (Items 1-7)	\$ 60,548.54

Mulch quantity	109	yards
Pine Straw quantity	136	bales
Cost per bale of Pine Straw	\$	6.50
Cost per yard of Pine Bark Mulch	\$	40.00
	Total cost for Mulch and Pine Straw	\$ 5,251.04

Additional - weekly mowing of pond bank in	\$	184.25
Total Monthly Price	\$	737.00

## *SIXTH ORDER OF BUSINESS*

## AUDITOR SELECTION EVALUATION CRITERIA

### ***1. Ability of Personnel.***

**(20 Points)**

(E.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; present ability to manage this project; evaluation of existing work load; proposed staffing levels, etc.)

## 2. *Proposer's Experience.*

**(20 Points)**

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character, integrity, reputation, of respondent, etc.)

### 3. *Understanding of Scope of Work.*

**(20 Points)**

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

#### ***4. Ability to Furnish the Required Services.***

**(20 Points)**

Extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required. (E.g., the existence of any natural disaster plan for business operations)

**5 Price.**

**(20 Points)**

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.

## *SEVENTH ORDER OF BUSINESS*

*1.*

**COASTAL KICKS SOCCER at WYNNFIELD LAKES**  
**Annual Report 2017-2018**

***PROGRAMS***

Summer Soccer Camp (2017)

- Five-day camp Monday July 31st through Friday August 4th
- Minnows (3-4 year-olds): 45-minute session x 5 days = \$70 with gift/award; **(6) participants**.
- Morning Camp (5-12 year olds): 3-hour (9-11am soccer; 11:15am-12:00pm pool) session x 5 days = \$120 with free gift/award; **(21) participants**.
- Campers used pool for 45 minutes at end of each morning, Wynnfield Lakes provided (1) pool monitor and Coastal Kicks (2) staff present for additional supervision.
- Sibling Discount: (4) families took advantage of additional child \$10 off.
- Scholarship: (1) full cost scholarship was offered.

Fall Minnows Program (3-4 year-olds) (2017)

- 45 minutes every Wednesday August 23rd through October 18th 5:00-5:45pm, 9 sessions at cost of \$125 with gift/award.
- Total of **(23) participants**, divided into (2) groups by age.

Fall Soccer Program (5-9 year-olds) (2017)

- Two days per week: Wednesday Training and Saturday Games (at Atlantic Beach ES)
  - Every Wednesday August 23rd through October 25th 6:00-7:00pm, 10 sessions
    - Total of **(27) participants**, divided into (2) groups by age.
  - Every Saturday September 3rd through October 28<sup>th</sup>, 8 games
    - Like "pick-up street soccer", with teams playing 4v4 (ages 5-7) and 7v7 (ages 8-9) and 9v9 (ages 10-12)
    - Players from all Coastal Kicks Soccer sites join in to provide sufficient numbers and enhance the playing environment
    - Total of **(17) participants**, **63%** of total.
- Players were strongly recommended to do full 2-day program = \$190 (plus \$25 for reversible jersey) for the full 2-day program per season
- Players can elect to do only Wednesday training or only Saturday games = \$135 per season for just the Wednesday Training or for just the Saturday Games (plus \$25 for reversible jersey)
- Sibling Discount: (3) families took advantage of additional child \$10 off.

Winter Minnows Program (3-4 year-olds) (2017-18)

- 45 minutes every Wednesday November 29th through February 7th 4:30-5:15pm, 9 sessions at cost of \$125 with gift/award.
- Total of **(10) participants**, (1) group.

Winter Soccer Program (5-9 year-olds) (2017-18)

- Two days per week: Wednesday Training and Saturday Games (at Atlantic Beach ES)
  - Every Wednesday November 29th through February 14th 4:30-5:30pm, 10 sessions
    - Total of **(18) participants**, divided into (2) groups by age.
  - Every Saturday December 16th through February 17th, 8 games



- Like "pick-up street soccer", with teams playing 4v4 (ages 5-7) and 7v7 (ages 8-9) and 9v9 (ages 10-12)
- Players from all Coastal Kicks Soccer sites join in to provide sufficient numbers and enhance the playing environment
- Total of **(7) participants, 39%** of total.
- Players were strongly recommended to do full 2-day program = \$190 (plus \$25 for reversible jersey) for the full 2-day program per season
- Players can elect to do only Wednesday training or only Saturday games = \$135 per season for just the Wednesday Training or for just the Saturday Games (plus \$25 for reversible jersey)
- Sibling Discount: (2) families took advantage of additional child \$10 off.

#### Spring Minnows Program (3-4 year-olds) (2018)

- Data is incomplete since program has not yet started.
- 45 minutes every Wednesday March 14th through May 9th 5:00-5:45pm, 9 sessions at cost of \$125 with gift/award.
- Current registrations total **(10) participants**, (1) group.

#### Spring Soccer Program (5-9 year-olds) (2018)

- Data is incomplete since program has not yet started.
- Two days per week: Wednesday Training and Saturday Games (at Rose Park, Atlantic Beach ES)
  - Every Wednesday March 14th through May 16th 6:00-7:00pm, 10 sessions
    - Current registrations total **(18) participants**, divided into (2) groups by age.
  - Every Saturday March 24th through May 19th, 8 games
    - Like "pick-up street soccer", with teams playing 4v4 (ages 5-7) and 7v7 (ages 8-9) and 9v9 (ages 10-12)
    - Players from all Coastal Kicks Soccer sites join in to provide sufficient numbers and enhance the playing environment
    - Total of **(14) participants, 78%** of total.
- Players are strongly recommended to do full 2-day program = \$190 (plus \$25 for reversible jersey) for the full 2-day program per season
- Players can elect to do only Wednesday training or only Saturday games = \$135 per season for just the Wednesday Training or for just the Saturday Games (plus \$25 for reversible jersey)

## ***ISSUES***

#### HOA Rental Fees

- Per agreement, 10% of the net profits from each program to be paid to the HOA.
- For Fall Program, \$324.86 was paid to HOA.
- For Winter Program, final accounting is underway, check will be mailed by the beginning of the Spring season.

#### Insurance

- Full Certificate of Liability Insurance was purchased for each program with Wynnfield Lakes and Kingdom Management named as Certificate Holder.
- Includes \$1/\$5 million General Liability and \$1 million Sexual Abuse or Sexual Molestation Liability

### Field Usage

- Field size was sufficient to accommodate all registrants and rotate areas used
- Field was well-maintained for our purposes
- Only significant issue was a broken sprinkler head, which caused some loss of grass coverage prior to its repair. Coastal Kicks relocated the field space used to avoid the affected area completely immediately upon noticing the problem.

### Participation by Non-residents

- All our programs were open to non-residents.
- For each program offered, there was a minimum of 10% and a maximum of 20% participation by non-residents of Wynnfield Lakes community.

### Participation in Saturday Games

- Optional games were offered to all Wynnfield Lakes participants on Saturday mornings in Atlantic Beach (ABES, Russell Park, Rose Park) for an additional cost of \$55 for 8 games.
- (38) of the total (63) registered Wynnfield Lakes participants (60%) chose to play in Saturday games.

2.

**COASTAL KICKS SOCCER at WYNNFIELD LAKES**  
**Proposal for 2018-2019**

***PROPOSAL: To continue the current partnership between Coastal Kicks Soccer and the Wynnfield Lakes Community for Summer 2018 through Spring 2019, under all existing operating procedures.***

***PROGRAMS***

Summer Soccer Camp (2018)

- Five-day camp Monday July 30th through Friday August 3rd
- Minnows (3-4 year olds): 9:30-10:15am, drop off and pick up at soccer field ---- \$70 with gift/award
- Morning Camp (5-12 year olds): 9:00am-12:00pm (9-11am soccer; 11:15am-12:00pm pool), drop off at soccer field and pick up at pool -- \$135 with free gift/award
- Campers use pool for 45 minutes at end of each morning, Wynnfield Lakes provides 1 pool monitor with Coastal Kicks staff present for additional supervision
- Sibling Discount: additional child \$10 off

Fall Minnows Program (3-4 year-olds) (2018)

- 45 minutes every Wednesday August 22nd through October 17th 5:00-5:45pm, 9 sessions
- Group(s) of eight (8) minimum to twelve (12) maximum
- Experienced, professional soccer coaches play fun games that introduce the technical skills needed to play soccer
- Costs will be \$130 for the season
- Costs would cover all professional staff, equipment, an end-of-season party, and a giveaway
- Sibling Discount: additional child \$10 off
- Players can add a tee shirt for \$10

Fall Soccer Program (5-9 year-olds) (2018)

- Two days per week: Wednesday Training and Saturday Games (off Atlantic Boulevard)
  - Every Wednesday August 22nd through October 24th 6:00-7:00pm, 10 sessions
    - Group(s) of eight (8) minimum to twelve (12) maximum, by age 1) 5-6 year olds, 2) 7-9 year olds

- Experienced, professional soccer coaches train each group in technical skills and teach game tactics as they play
- Every Saturday September 1st through October 27th am
  - Like "pick-up street soccer", with teams playing 4v4 (ages 5-7) and 7v7 (ages 8-9) and 9v9 (ages 10-12)
  - Players from all Coastal Kicks Soccer sites will join in to provide sufficient numbers and enhance the playing environment
  - Experienced, professional soccer coaches recognize and respect the players' need to play without adult intervention, let the kids play, and manage games
- Players are strongly recommended to do full 2-day program -- Costs will be \$195 (plus \$25 for reversible jersey) for the full 2-day program per season
- Players can elect to do only Wednesday training or only Saturday games -- Costs will be \$140 per season for just the Wednesday Training or for just the Saturday Games (plus \$25 for reversible jersey)
- Costs would cover all professional staff, equipment, reversible jersey (unless Wednesday Training-only option), an end-of-season party, and a giveaway
- Sibling Discount: additional child \$10 off all programs
- Players can add a tee shirt for \$10

#### Winter Minnows Program (3-4 year-olds) (2018-19)

- Same as Fall 2018 program, adjusted as needed

#### Winter Soccer Program (5-9 year-olds) (2018-19)

- Same as Fall 2018 program, adjusted as needed

#### Spring Minnows Program (3-4 year-olds) (2019)

- Same as Fall 2018 program, adjusted as needed

#### Spring Soccer Program (5-9 year-olds) (2019)

- Same as Fall 2018 program, adjusted as needed

## *NINTH ORDER OF BUSINESS*

*D.*

# **Wynnfield Lakes Community Development District**

**12319 Wynnfield Lakes Drive, Jacksonville, Florida 32246**

## **Memorandum**

**Date: March 21, 2018**

**To: Rich Whetsel via email**

**Operations Director**

**From: Richard Waters                      Brian Stephens                      Chris Hall**

**Amenities Manager                      Operations Managers**

**Re: Wynnfield Lakes, CDD**

**Monthly Managers Report**

The following is a summary of activities related to the field operations of the Wynnfield Lakes Community Development District.

### **Amenity Manager:**

1. The Amenity Center had 3 rentals since the last meeting
2. Spring Fling will take place on April 14<sup>th</sup> – 12 noon to 3 pm
3. 84 access cards have been issued since the last meeting.

### **Fitness Center:**

1. The air conditioning system was removed and replaced by Florida Air.
2. The windows in the fitness center have been sealed with silicone to keep out moisture.
3. The stains in the carpet have been removed.

### **Amenity Area:**

1. The gutters around the amenity center have been cleaned out.
2. Burned out bulbs in the bathrooms have been replaced.
3. Atlantic Security repaired the exit button for the pool gate.
4. The bar area has been painted to match the existing doors and trim.
5. The office door and trim has been repainted.
6. Broken umbrellas have been replaced on the pool deck.
7. A new charcoal grill has been installed on the patio.
8. The pool furniture has been pressure washed.



9. The front entry sidewalk has been pressure washed.
10. Frames on the spray ground have all been securely fastened with stainless steel nuts and bolts.

**Landscaping / Irrigation:**

1. RMS is continuing to perform bi-weekly landscape inspections with Brightview.
2. Submitted an RFP to (4) four landscape companies and performed a site visit with them.

**Other Items:**

1. The (2) two light fixtures on the Wynnfield Lakes sign have been converted to LED.
2. Ballast and bulbs have been replaced on the pickleball courts.
3. The parking lot lights have been converted to LED.
4. The tennis rules sign has been re-installed.
5. RMS continues to clean the lake banks monthly.

**Resident Questions/Comments:**

Residents have inquired about additional grills

Should you have any questions or comments regarding the above information, please feel free to contact Brian at (904) 627-9271 or Rich at (904) 759-8923

## *ELEVENTH ORDER OF BUSINESS*

*A.*

# **Wynnfield Lakes Community Development District**

## **Check Run Summary**

*March 21, 2018*

<i>Date</i>	<i>Check Numbers</i>	<i>Amount</i>
<b>GENERAL FUND</b>		
1/12/2018	3106	\$73.88
1/19/2018	3107-3116	\$21,327.11
1/26/2018	3117-3118	\$4,259.41
2/2/2018	3119-3126	\$10,233.67
2/23/2018	3127-3137	\$22,304.40
3/2/2018	3138-3141	\$4,469.09
3/9/2018	3142-3146	\$16,829.72
<b>Total</b>		<b><u><u>\$79,497.28</u></u></b>

WYNN --WYNNFIELD -- MDELGADO

AP300R  
 \*\*\* CHECK DATES 01/05/2018 - 03/09/2018 \*\*\*

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 3/09/18 PAGE 2  
 WYNNFIELD LAKES - GENERAL FUND  
 BANK A WYNNFIELD - GENERAL

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	....EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
		1/12/18 264	201712 320-57200-34201		*	118.30	
		DEC 17-JANITORIAL SUPP.					
		1/12/18 264	201712 320-57200-51000		*	27.00	
		DEC 17-OFFICE SUPPLIES					
		1/12/18 264	201712 320-57200-46601		*	875.00	
		DEC 17-REPAIRS / REPLACE					
				RIVERSIDE MANAGEMENT SERVICES, INC			9,351.31 003113
1/19/18 00175		12/14/17 10138685	201801 320-57200-54000		*	531.00	
		MULTI-UNIT RESIDENTIAL					
				SESAC			531.00 003114
1/19/18 00094		5/16/17 162A	201705 320-57200-46601		*	555.00	
		TECHNOGYM MULTI-STATIONS					
				SOUTHEAST FITNESS REPAIR			555.00 003115
1/19/18 00088		1/18/18 UC15435	201801 310-51300-60100		*	215.00	
		ROOM RENTAL 01/17/2018					
				UNIVERSITY OF NORTH FLORIDA			215.00 003116
1/26/18 00180		12/10/17 5535756	201712 320-57200-46100		*	4,159.00	
		DEC 17-EXTERIOR MAINT					
				BRIGHTVIEW LANDSCAPE SERVICES			4,159.00 003117
1/26/18 00069		1/11/18 12350614	201712 310-51300-49000		*	100.41	
		JAN 18-SPRING WATER					
				CRYSTAL SPRINGS			100.41 003118
2/02/18 00180		2/01/18 5607159	201802 320-57200-46100		*	4,159.00	
		FEB 18-LANDSCAPE MAINT					
				BRIGHTVIEW LANDSCAPE SERVICES			4,159.00 003119
2/02/18 00029		1/26/18 1711060	201802 320-57200-41000		*	278.17	
		12319 WYNNFIELD LAKES DR					
				COMCAST			278.17 003120
2/02/18 00080		2/02/18 02022018	201802 320-57200-46101		*	42.00	
		REIMB OF LANDSCAPE MAINT					
				DAMIR AND MELANIE DELIC			42.00 003121
2/02/18 00075		1/30/18 23455627	201801 320-57200-34500		*	1,260.80	
		SECURITY SVC 01/15-01/28					
				GIDDENS SECURITY CORPORATION			1,260.80 003122
2/02/18 00012		1/22/18 08366811	201801 320-53800-43001		*	130.46	
		12510 DIAMOND SPRINGS DR					

WYNN --WYNNFIELD -- MDELGADO

CHECK		VEND#	INVOICE	EXPENSED TO...	VENDOR NAME	STATUS	AMOUNT	CHECK
DATE			DATE	INVOICE	YRMO DPT ACCT# SUB SUBCLASS			AMOUNT #
1/23/18			25236787	201801 320-53800-43000	JAN 18-ELECTRIC SVCS	*	1,644.95	
1/23/18			25236787	201801 320-53800-43001	JAN 18-IRRIGATION SVCS	*	1,701.89	
1/23/18			25236787	201801 320-53800-43001	JAN 18-SEWER	*	74.21	
1/23/18			25236787	201801 320-53800-43001	JAN 18-WATER	*	38.19	
								3,589.70 003123
2/02/18	00079		2/02/18	02022018	201802 320-57200-46101	*	42.00	
								42.00 003124
2/02/18	00078		2/02/18	020218	201802 320-57200-46102	*	70.00	
								42.00 003125
2/02/18	00028		2/01/18	341795	201802 320-57200-46800	*	750.00	
								750.00 003126
2/23/18	00185		4/14/18	2-608921	201804 320-57200-49400	*	800.00	
								800.00 003127
2/23/18	00166		4/14/18	11300	201804 320-57200-49400	*	255.00	
								255.00 003128
2/23/18	00060		1/12/18	M17512	201801 320-57200-46200	*	900.00	
								885.00
								900.00
								2,685.00 003129
2/23/18	00069		2/08/18	12350614	201802 310-51300-49000	*	214.75	
								214.75 003130
2/23/18	00075		2/13/18	23455730	201802 320-57200-34500	*	1,260.80	
								1,260.80 003131

WYNN --WYNNFIELD -- MDELGADO

BANK A WYNNFIELD - GENERAL

WYNN -- WYNNFIELD -- MDELGADO





CHECK DATE	VEND#	INVOICE DATE	EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK... AMOUNT #
3/09/18	00056	2/15/18	30357808 201802 320-57200-46601	PEST CONTROL SVC-02/15/18	*	360.00	
							360.00 003145
-----							
3/09/18	00108	3/01/18	268 201803 320-57200-34200	MAR 18-JANITORIAL SVCS	*	729.58	
		3/01/18	268 201803 320-57200-34300	MAR 18-FACILITY MGMT SVCS	*	4,160.50	
							4,890.08 003146
-----							
TOTAL FOR BANK A						79,497.28	
TOTAL FOR REGISTER						79,497.28	

*B.*

***Wynnfield Lakes***  
***Community Development District***

*Unaudited Financial Statements*  
*as of*  
*January 31, 2018*

*Board of Supervisors Meeting*  
*March 21, 2018*

**WYNNFIELD LAKES**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**COMBINED BALANCE SHEET**  
January 31, 2018

	<u>Major Funds</u>		<u>Non-Major Fund</u>	<u>Totals</u>
	<u>General</u>	<u>Debt Service</u>	<u>Capital Reserve</u>	<u>Governmental Funds</u>
<b>ASSETS:</b>				
Cash	\$34,944	---	\$10,123	\$45,066
Petty Cash	\$200	---	---	\$200
US Bank Custody Account	\$436,390	---	---	\$436,390
State Board of Administration	---	---	\$142,556	\$142,556
Investments:				
Series 2014				
Reserve	---	\$260,689	---	\$260,689
Revenue	---	\$507,890	---	\$507,890
Redemption	---	\$5,004	---	\$5,004
Prepaid Expenses	\$4,890	---	---	\$4,890
<b>Total assets</b>	<u>\$476,424</u>	<u>\$773,583</u>	<u>\$152,679</u>	<u>\$1,402,686</u>
<b>LIABILITIES</b>				
Accounts Payable	\$15,728	---	---	\$15,728
<b>Total liabilities</b>	<u>\$15,728</u>	<u>\$0</u>	<u>\$0</u>	<u>\$15,728</u>
<b>FUND BALANCES:</b>				
Restricted for:				
Debt Service	---	\$773,583	---	\$773,583
Assigned to:				
Capital reserves	---	---	\$152,679	\$152,679
Unassigned	\$455,806	---	---	\$455,806
<b>Total fund balances</b>	<u>\$460,696</u>	<u>\$773,583</u>	<u>\$152,679</u>	<u>\$1,386,958</u>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<u>\$476,424</u>	<u>\$773,583</u>	<u>\$152,679</u>	<u>\$1,402,686</u>

**WYNNFIELD LAKES**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**GENERAL FUND**

Statement of Revenues, Expenditures, and Changes in Fund Balance  
For The Period Ending January 31, 2018

**REVENUES:**

	ADOPTED BUDGET	PRORATED BUDGET THRU 01/31/2018	ACTUAL THRU 01/31/2018	VARIANCE
Maintenance Assessments	\$500,362	\$488,513	\$488,513	\$0
Clubhouse Income	\$250	\$1,104	\$1,104	\$0
Interest Income	\$15	\$89	\$89	\$0
<b>TOTAL REVENUES</b>	<b>\$500,627</b>	<b>\$489,705</b>	<b>\$489,705</b>	<b>\$0</b>

**EXPENDITURES:**

**ADMINISTRATIVE:**

Supervisor Fees	\$6,000	\$2,000	\$1,400	\$600
FICA Expense	\$459	\$153	\$107	\$46
Engineering	\$4,500	\$1,500	\$875	\$625
Arbitrage (Grau)	\$1,200	\$400	\$0	\$400
Trustee (US Bank)	\$4,400	\$1,467	\$0	\$1,467
Assessment Roll (GMS)	\$5,000	\$5,000	\$5,000	\$0
Attorney (HGS)	\$22,000	\$7,333	\$1,885	\$5,449
Dissemination Agent (GMS)	\$1,100	\$367	\$333	\$33
Annual Audit (Grau)	\$3,700	\$1,233	\$0	\$1,233
Management Fees (GMS)	\$46,006	\$15,335	\$15,335	\$0
Computer Time	\$1,000	\$333	\$333	\$0
Travel & Per Diem	\$100	\$33	\$0	\$33
Telephone	\$125	\$42	\$12	\$29
Postage	\$300	\$100	\$110	(\$10)
Printing & Binding	\$750	\$250	\$55	\$195
Insurance (FIA)	\$7,783	\$7,783	\$6,759	\$1,024
Legal Advertising	\$1,000	\$333	\$216	\$117
Other Current Charges	\$4,200	\$1,400	\$887	\$513
Office Supplies	\$50	\$17	\$3	\$14
Dues, Licenses & Subscriptions (DCA)	\$175	\$175	\$175	\$0
Meeting Room	\$1,290	\$430	\$430	\$0
<b>TOTAL ADMINISTRATIVE</b>	<b>\$111,138</b>	<b>\$45,685</b>	<b>\$33,915</b>	<b>\$11,770</b>

**WYNNFIELD LAKES**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**GENERAL FUND**

Statement of Revenues, Expenditures, and Changes in Fund Balance  
For The Period Ending January 31, 2018

	ADOPTED BUDGET	PRORATED BUDGET THRU 01/31/2018	ACTUAL THRU 01/31/2018	VARIANCE
<u>Operations</u>				
Insurance (FIA)	\$7,985	\$7,985	\$7,605	\$380
Field Management (GMS)	\$21,000	\$7,000	\$7,000	\$0
Amenity Center Management (RMS)	\$49,926	\$16,642	\$16,642	\$0
Office Supplies / Mailings / Printings	\$1,250	\$417	\$439	(\$22)
Pool Maintenance (Crystal Clean Pools)	\$12,500	\$4,167	\$3,600	\$567
Pool Chemicals	\$7,000	\$2,333	\$1,623	\$711
Permit Fees	\$1,500	\$500	\$876	(\$376)
Landscape Maintenance (Brightview))	\$49,908	\$16,636	\$16,636	\$0
Landscape Contingency	\$8,100	\$2,700	\$1,584	\$1,116
Irrigation Maintenance	\$3,000	\$1,000	\$1,089	(\$89)
Lake Maintenance (Lake Doctors)	\$17,200	\$5,733	\$3,000	\$2,733
General Facility Maintenance	\$19,500	\$6,500	\$6,359	\$141
Facility Attendants (RMS)	\$10,320	\$3,440	\$0	\$3,440
Repairs & Replacements	\$30,000	\$10,000	\$12,799	(\$2,799)
Electric (JEA)	\$16,000	\$5,333	\$5,120	\$213
Water & Sewer/Irrigation (JEA)	\$33,000	\$11,000	\$7,062	\$3,938
Telephone/Internet & Cable (Comcast)	\$3,200	\$1,067	\$1,077	(\$11)
Security Service/Monitoring (Giddens)	\$33,250	\$11,083	\$10,445	\$638
Refuse Service	\$5,800	\$1,933	\$2,679	(\$745)
Janitorial (RMS)	\$8,755	\$2,918	\$2,918	\$0
Janitorial Supplies	\$3,500	\$1,167	\$1,502	(\$335)
Stormwater User Fees	\$1,140	\$380	\$0	\$380
Special Events	\$7,500	\$2,500	\$3,085	(\$585)
Recreation Passes	\$500	\$167	\$0	\$167
Reserve Funding-CY	\$47,319	\$15,773	\$0	\$15,773
Contingency	\$5,363	\$1,788	\$2,456	(\$668)
<b>TOTAL FIELD</b>	<b>\$404,516</b>	<b>\$140,162</b>	<b>\$115,596</b>	<b>\$24,567</b>
<b>TOTAL EXPENDITURES</b>	<b>\$515,655</b>	<b>\$185,847</b>	<b>\$149,511</b>	<b>\$36,336</b>
<u>OTHER FINANCING SOURCES AND (USES)</u>				
Interfund Transfer In/(Out) to/from DSF	\$7,563	\$2,697	\$2,697	\$0
<b>TOTAL OTHER FINANCING SOURCES AND (USES)</b>	<b>\$7,563</b>	<b>\$2,697</b>	<b>\$2,697</b>	<b>\$0</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>(\$7,465)</b>		<b>\$342,892</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$7,465</b>		<b>\$117,804</b>	
<b>FUND BALANCE - Ending</b>	<b>\$0</b>		<b>\$460,696</b>	

**WYNNFIELD LAKES**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**DEBT SERVICE FUND**  
**SERIES 2014**

Statement of Revenues, Expenditures, and Changes in Fund Balance  
For The Period Ending January 31, 2018

	ADOPTED BUDGET	PRORATED THRU 01/31/2018	ACTUAL THRU 01/31/2018	VARIANCE
<b><u>REVENUES:</u></b>				
Assessments - Levy	\$519,636	\$507,394	\$507,394	\$0
Interest Income	\$100	\$100	\$1,145	\$1,045
Assessments - Direct	\$0	\$0	\$5,000	\$5,000
<b>TOTAL REVENUES</b>	<b>\$519,736</b>	<b>\$507,494</b>	<b>\$513,539</b>	<b>\$6,045</b>
<b><u>EXPENDITURES:</u></b>				
<b><u>Series 2014A</u></b>				
Interest - 11/01	\$132,413	\$132,413	\$132,413	\$0
Interest - 5/01	\$132,413	\$0	\$0	\$0
Principal - 5/01	\$255,000	\$0	\$0	\$0
Principal - Special Call 11/01	\$0	\$0	\$5,000	(\$5,000)
<b>TOTAL EXPENDITURES</b>	<b>\$519,825</b>	<b>\$132,413</b>	<b>\$137,413</b>	<b>(\$5,000)</b>
<b><u>OTHER FINANCING SOURCES (USES)</u></b>				
Interfund Transfer In / (Out)	(\$7,563)	(\$2,697)	(\$2,697)	\$0
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(\$7,563)</b>	<b>(\$2,697)</b>	<b>(\$2,697)</b>	<b>\$0</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>(\$7,652)</b>		<b>\$373,429</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$136,966</b>		<b>\$400,154</b>	
<b>FUND BALANCE - Ending</b>	<b>\$129,314</b>		<b>\$773,583</b>	



**WYNNFIELD LAKES  
COMMUNITY DEVELOPMENT DISTRICT  
Long Term Debt Report  
FY 2018**

Series 2014, Special Assessment Bonds		
Interest Rate:	1.750%	
Maturity Date:	5/1/2018	\$255,000.00
Interest Rate:	2.250%	
Maturity Date:	5/1/2019	\$260,000.00
Interest Rate:	2.625%	
Maturity Date:	5/1/2020	\$265,000.00
Interest Rate:	3.000%	
Maturity Date:	5/1/2021	\$275,000.00
Interest Rate:	3.250%	
Maturity Date:	5/1/2022	\$285,000.00
Interest Rate:	3.500%	
Maturity Date:	5/1/2023	\$290,000.00
Interest Rate:	3.625%	
Maturity Date:	5/1/2024	\$305,000.00
Interest Rate:	3.750%	
Maturity Date:	5/1/2025	\$315,000.00
Interest Rate:	4.000%	
Maturity Date:	5/1/2026	\$325,000.00
Interest Rate:	4.250%	
Maturity Date:	5/1/2030	\$1,450,000.00
Interest Rate:	4.500%	
Maturity Date:	5/1/2036	\$2,720,000.00
Reserve Fund Requirement:	50% Max Annual Debt Service	
Bonds outstanding - 9/30/2017		\$6,745,000.00
Less:	May 1, 2018 (Mandatory)	\$0.00
Current Bonds Outstanding		\$6,745,000.00
Total Current Bonds Outstanding		\$6,745,000.00

# WYNNFIELD LAKES

## COMMUNITY DEVELOPMENT DISTRICT

### CAPITAL RESERVE FUND

Statement of Revenues, Expenditures, and Changes in Fund Balance  
For The Period Ending January 31, 2018

ADOPTED BUDGET	PRORATED THRU 01/31/2018	ACTUAL THRU 01/31/2018	VARIANCE
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#### REVENUES:

Interest Income	\$50	\$50	\$690	\$640
Capital Reserve Transfer	\$47,319	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$47,369</b>	<b>\$50</b>	<b>\$690</b>	<b>\$640</b>

#### EXPENDITURES:

Capital Outlay	\$15,000	\$0	\$0	\$0
Other Service Charges	\$350	\$132	\$132	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$15,350</b>	<b>\$132</b>	<b>\$132</b>	<b>\$0</b>

<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$32,019</b>	<b>\$558</b>
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FUND BALANCE - Beginning	\$0	\$152,121
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FUND BALANCE - Ending	<u>\$32,019</u>	<u>\$152,679</u>
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**WYNNFIELD LAKES**  
**Community Development District**

General Fund  
Statement of Revenues and Expenditures (Month by Month)  
FY 2018

	OCT 2017	NOV 2017	DEC 2017	JAN 2018	FEB 2018	MAR 2018	APR 2018	MAY 2018	JUN 2018	JUL 2018	AUG 2018	SEP 2018	TOTAL
<i>Revenues</i>													
Maintenance Assessments	\$0	\$18,082	\$465,752	\$4,678	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$488,513
Clubhouse Income	\$0	\$0	\$0	\$1,104	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,104
Signage Lease Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest Income	\$0	\$12	\$5	\$72	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$89
<b>Total Revenues</b>	<b>\$0</b>	<b>\$18,094</b>	<b>\$465,757</b>	<b>\$5,853</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$489,705</b>
<i>Supervisor Fees</i>	<i>\$600</i>	<i>\$0</i>	<i>\$0</i>	<i>\$800</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$1,400</i>
FICA Expense	\$46	\$0	\$0	\$61	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$107
Engineering	\$813	\$0	\$0	\$63	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$875
Arbitrage (Grau)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Trustee (US Bank)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Assessment Roll (GMS)	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
Attorney (HGS)	\$1,715	\$170	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,885
Dissemination Agent (GMS)	\$83	\$83	\$83	\$83	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$333
Annual Audit (Grau)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Management Fees (GMS)	\$3,834	\$3,834	\$3,834	\$3,834	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15,335
Computer Time	\$83	\$83	\$83	\$83	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$333
Travel & Per Diem	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Telephone	\$0	\$0	\$12	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12
Postage	\$12	\$82	\$9	\$6	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$110
Printing & Binding	\$1	\$49	\$3	\$3	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$55
Insurance (FIA)	\$6,759	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,759
Legal Advertising	\$69	\$0	\$0	\$148	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$216
Other Current Charges	\$236	\$307	\$303	\$41	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$887
Office Supplies	\$0	\$3	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3
Dues, Licenses & Subscriptions (DCA)	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Meeting Room	\$215	\$0	\$0	\$215	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$430
<b>Total Administrative</b>	<b>\$19,641</b>	<b>\$4,610</b>	<b>\$4,328</b>	<b>\$5,336</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$33,915</b>

**WYNNFIELD LAKES**  
**Community Development District**

General Fund  
Statement of Revenues and Expenditures (Month by Month)  
FY 2018

	OCT 2017	NOV 2017	DEC 2017	JAN 2018	FEB 2018	MAR 2018	APR 2018	MAY 2018	JUN 2018	JUL 2018	AUG 2018	SEP 2018	TOTAL
Insurance (FIA)	\$7,605	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,605
Field Management (GMS)	\$1,750	\$1,750	\$1,750	\$1,750	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,000
Amenity Center Management (RMS)	\$4,161	\$4,161	\$4,161	\$4,161	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$16,642
Office Supplies / Mailings / Printings	\$14	\$27	\$398	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$439
Pool Maintenance (Crystal Clean Pools)	\$900	\$900	\$900	\$900	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,600
Pool Chemicals	\$295	\$443	\$0	\$885	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,623
Permit Fees	\$0	\$345	\$0	\$531	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$876
Landscape Maintenance (Brightview))	\$4,159	\$4,159	\$4,159	\$4,159	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$16,636
Landscape Contingency	\$196	\$196	\$996	\$196	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,584
Irrigation Maintenance	\$585	\$0	\$504	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,089
Lake Maintenance (Lake Doctors)	\$750	\$750	\$750	\$750	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000
General Facility Maintenance	\$1,625	\$1,625	\$1,484	\$1,625	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,359
Facility Attendants (RMS)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & Replacements	\$1,954	\$5,812	\$2,691	\$2,342	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,799
Electric (JEA)	\$1,404	\$941	\$1,131	\$1,645	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,120
Water & Sewer/Irrigation (JEA)	\$1,650	\$1,777	\$1,689	\$1,945	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,062
Telephone/Internet & Cable (Comcast)	\$263	\$273	\$263	\$278	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,077
Security Service/Monitoring (Giddens)	\$2,802	\$2,522	\$3,861	\$1,261	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,445
Refuse Service	\$533	\$1,065	\$0	\$1,082	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,679
Janitorial (RMS)	\$730	\$730	\$730	\$730	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,918
Janitorial Supplies	\$291	\$1,083	\$118	\$9	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,502
Stormwater User Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Special Events	\$3,085	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,085
Recreation Passes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Funding-CY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$2,456	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,456
<b>Total Field Expenditures</b>	<b>\$34,751</b>	<b>\$31,013</b>	<b>\$25,584</b>	<b>\$24,248</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$115,596</b>
<b>Subtotal Operating Expenditures</b>	<b>\$54,391</b>	<b>\$35,623</b>	<b>\$29,912</b>	<b>\$29,584</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$149,511</b>
Interfund Transfers	\$2,697	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,697
Interfund Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Excess Revenues (Expenditures)</b>	<b>(\$51,694)</b>	<b>(\$17,529)</b>	<b>\$435,845</b>	<b>(\$23,730)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$342,892</b>

*C.*

# Wynnfield Lakes CDD

Special Assessment Receipts  
Fiscal Year Ending September 30, 2017

Date Received	Description	Gross Tax Received	Discounts/Penalties	Commissions Paid	Interest Income	Net Amount Received	\$ 540,930.72 .300.36300.10000 General Fund 49.05%	\$561,837.60 .700.36300.10000 Debt Svc Fund 50.95%	\$1,102,768.32 Total 100%
11/15/17	11/01/2017-11/08/2017	\$ 25,818.80	\$ 1,032.77	\$ 867.51	\$ -	\$ 23,918.52	\$ 11,732.53	\$ 12,185.99	\$ 23,918.52
11/21/17	11/09/2017-11/16/2017	\$ 13,972.80	\$ 558.93	\$ 469.49	\$ -	\$ 12,944.38	\$ 6,349.49	\$ 6,594.89	\$ 12,944.38
12/01/17	11/17/2017-11/27/2017	\$ 319,395.28	\$ 12,776.01	\$ 10,731.68	\$ -	\$ 295,887.59	\$ 145,139.00	\$ 150,748.59	\$ 295,887.59
12/06/17	11/28/2017-11/30/2017	\$ 679,694.40	\$ 27,181.42	\$ 22,837.95	\$ -	\$ 629,675.03	\$ 308,868.65	\$ 320,806.38	\$ 629,675.03
12/13/17	12/01/2017-12/08/2017	\$ 12,909.40	\$ 490.55	\$ 434.66	\$ -	\$ 11,984.19	\$ 5,878.49	\$ 6,105.70	\$ 11,984.19
12/22/17	12/09/2017-12/19/2017	\$ 12,909.40	\$ 516.37	\$ 433.76	\$ -	\$ 11,959.27	\$ 5,866.27	\$ 6,093.00	\$ 11,959.27
01/11/18	12/20/2017-12/31/2017	\$ 7,602.74	\$ 249.97	\$ 257.35	\$ -	\$ 7,095.42	\$ 3,480.45	\$ 3,614.97	\$ 7,095.42
01/24/18	01/01/2018-01/16/2018	\$ 2,581.88	\$ 51.64	\$ 88.55	\$ -	\$ 2,441.69	\$ 1,197.70	\$ 1,243.99	\$ 2,441.69
		\$ 1,074,884.70	\$ 42,857.66	\$ 36,120.95	\$ -	\$ 995,906.09	\$ 488,512.58	\$ 507,393.51	\$ 995,906.09

Due to General Fund \$ (0.08) 001.300.13100.10300

Gross Percent Collected 97%  
Gross Amount Remaining to Collect \$27,883.62

Transfer to General Fund		
Date	Check #	GF
11/30/2017	TXFER	\$ 11,732.53
11/30/2017	TXFER	\$ 6,349.49
12/31/2017	TXFER	\$ 145,139.02
12/31/2017	TXFER	\$ 308,868.71
12/31/2017	TXFER	\$ 5,878.49
12/31/2017	TXFER	\$ 5,866.27
1/31/2018	TXFER	\$ 3,480.45
01/31/2018	TXFER	\$ 1,197.70
		\$ 488,512.66