

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 20, 2019 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
Luis Diaz-Rodriguez	Supervisor
Kate Priddy	Supervisor
Claire Marsh	Supervisor
Sharon Thomaszfski	Supervisor

Also present were:

Daniel Laughlin	District Manager
Jason Walters	District Counsel (by phone)
Chris Hall	Riverside Management Services
Richard Waters	Riverside Management Services
Michael Stauch	Coastal Kicks

The following is a summary of the discussions and actions taken at the March 20, 2019 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

Mr. Stauch stated I want to thank you for the last year and respond to any questions or concerns you have about the program to make sure it's still a benefit to Wynnfield Lakes. I want to also address issues with the field to make sure it's being maintained and see what we can do to help with that because obviously we're benefitting from the use of it. We would also like to seek approval for the following year. We are approved through the spring so the program started last Wednesday and the next event would be the summer camp that we've run for the last two years at the community. It's a morning clinic from 9:00 to 11:00 and the last hour the kids get to enjoy the pool, which they've enjoyed quite a bit. We offer scholarships as well as the basic sibling

discounts so we want to make sure that's known in the community. We'd like to organize another Wednesday or two to coincide with the food trucks so the parents can take advantage of that.

Mr. Diaz-Rodriguez asked have we noticed any deterioration of the field?

Mr. Hall stated we've had it aerated and it's pretty dormant right now.

Mr. Stauch stated there have been one or two spots but overall it's been great.

Mr. Diaz-Rodriguez asked have we planned any re-sodding?

Mr. Hall stated there's nothing planned. It's in pretty good shape.

Mr. Thomaszfski stated they also use the bathrooms from what I understand.

Mr. Stauch stated only for the camp. During the week I don't think that's an issue because it's only a 45-minute program for the three and four year olds and a one-hour program for kids that are five to nine years old. Most are residents. I think the most non-residents we've had is 21% for any one program.

Mr. Waters stated I can think of maybe three times that a coach had to bring somebody over to ask to use the restroom in the years that they've been here.

Dr. Sweeney asked there's an increase in your cost, right?

Mr. Stauch stated a \$5 increase. It's just an inflation to cover costs of programs. Even though they are recreational programs and we are a non-profit organization all of our coaches are paid professional coaches and we have to cover the cost of insurance. We also have no problem paying money to help maintain the fields.

Dr. Sweeney stated I do think it's great for the community but moving forward I think it's in our best interest to have some sort of fee attached to it. I think you are an amazing organization so I'm not trying to take anything from you but if something was coming back to us to help maintain the field I feel like that helps protect us.

Mr. Walters stated there are facilities that I work with that have cost share arrangements for use of the fields, but they are typically at more expensive facilities where there are multiple fields and there are continuous leagues with lots of kids throughout the year so the wear and tear is significant and we have to re-sod those fields about every five years so we've divided up that cost and taken a 50/50 approach where all the leagues contribute so that's one model to use. Here we have much lighter use and I think the discussion before was that the field is in pretty good shape still but there are certainly going to be things we're going to need to do over time to the

field. Perhaps there's a discussion we can have with our landscape provider to see if there are things we should be doing maintenance-wise. It's up to the Board on how you want to approach that.

Ms. Thomaszfski stated I agree with Kristi. I think we should charge some sort of fee.

Ms. Priddy stated it doesn't have to be this year, it could be next year with the new programs but I think we should.

Mr. Walters stated I think one of the distinctions here is we are granting exclusive use of the field and if anyone wanted exclusive use of other parts of the facilities we've established fees for that, so I think that makes the most sense. It's completely up the Board in terms of what the fee is.

Dr. Sweeney stated I think 5% is generous.

On MOTION by Dr. Sweeney seconded by Ms. Thomaszfski with all in favor charging a 5% fee for Coastal Kicks use of the multipurpose field was approved.

THIRD ORDER OF BUSINESS

Approval of Minutes of the January 16, 2019 Meeting

On MOTION by Dr. Sweeney seconded by Ms. Thomaszfski with all in favor the minutes of the January 16, 2019 meeting were approved.

FOURTH ORDER OF BUSINESS

Discussion of Policies Related to Recreation Field Use

Mr. Laughlin stated Jason, Richard and I had a conversation on what we thought would work so we have that in front of you to get your thoughts. The main change is on page seven; Jason added multipurpose field policies.

Mr. Walters stated we tried to come up with policies to avoid the concern we have and still accommodate all the things we'd like to still be able to do. The main point of the policy is to keep the control with the Board and make it an organized process. The requirement is that, just as Coastal Kicks just did, organized groups that want to use the field come to the Board and present who they are, what they're about, what they do, what they're proposing to do, their schedule, show that they have proper insurance and things like that and then the Board can make

the decision. Flowing over from the Coastal Kicks conversation, it does grant that exclusive use so we're saying if you present and get approval from the Board for the times you've scheduled you have the ability to use the entire field, or at least an exclusive portion of that field. We're looking for the Board's input if you see anything lacking or if you want to go in a different direction we just thought this made the most sense in terms of finding that balance that we're looking for. Obviously, if a resident wants to come toss around the football with his kids or something like that, that is what the field is there for and there is no prohibition against that. There are a few other things that we cleaned up. Richard noted there was mention of reservations of the tennis courts and pickle ball court in the policies so we eliminated that and we changed the hours for the fitness facility that the Board approved at a prior meeting.

Mr. Waters stated the signage for the tennis/pickle ball court currently says the court is open until 10:00, however the policies say 11:00. I have a resident that lives across the street say it bothers him because they're out so late and I didn't know if we wanted to change the language to 10:00 or the sign to 11:00.

Dr. Sweeney stated I think the easiest thing to do is change the hour in the policies to 10:00 and then we don't have to buy a new sign.

Ms. Marsh asked if someone wanted to have a private swim lesson for his or her child or a personal trainer to meet them at the gym. What is our policy on that?

Mr. Waters stated no personal trainers in the gym and it says that in there. It was vague about swim lessons so you can come and see me and we can talk about that, just not during busy times.

Ms. Marsh stated I just wish that there were some way we could go to you as the Amenity Manager and ask for approval to use the field for a small group, like the I-9 group because that was us a couple months ago.

Mr. Waters stated as long as it's not for profit and the Board is okay with that I have no problem taking your schedule and making sure it doesn't interfere with any CDD activities or other groups scheduled to use it.

Dr. Sweeney stated I think as long as we had a resident that asked to use it, as long as it's not continuous use it could be communicated.

Mr. Waters stated so maybe as long as it's 70% are residents and there are less than seven practices.

Mr. Laughlin stated correct me if I'm wrong Jason, but there is still the general provision that each household has five guests but that doesn't prevent residents from using the field for gatherings?

Mr. Walters stated that's correct and we've talked about the guest policy and if it's a loophole. It's hard to make a perfect policy. We've talked about reducing the amount of guests for the field because if it's five per household and you had three kids on the team you could certainly get 15 people on the field arguably. That's something we need to think about. If it's a weekly occurrence at a certain time and there are 15 people and they're trying to argue it's just a guest thing I think that certainly falls into the language we used about an organized group for field use.

On MOTION by Dr. Sweeney seconded by Mr. Diaz-Rodriguez with all in favor the revised amenity policies were approved.

FIFTH ORDER OF BUSINESS

Acceptance of the Fiscal Year 2018 Audit Report

Mr. Laughlin stated this is a clean audit.

On MOTION by Dr. Sweeney seconded by Ms. Priddy with all in favor the FY 2018 audit was accepted.

SIXTH ORDER OF BUSINESS

Discussion of Proposed Fiscal Year 2020 Budget

Mr. Laughlin stated our next meeting is our budget approval meeting so I wanted to get it in front of you to get you thinking about it. Currently we have no increase in assessments. We have the animal control included for the geese.

Dr. Sweeney stated I would ask if before the next meeting Richard could put together a report on how much we've spent for every special event and what he wants to do in the future so we could possibly propose the HOA contributing additional money toward that budget to do this jointly.

Ms. Priddy asked could we get an explanation on why some line items went up, such as refuse and Comcast.

Mr. Waters stated we have private dump service and it's based on how many people are in the service area where the dumpster has to go. Comcast recently merged with Fox so they've raised their rates for everybody. I can try to find other

Mr. Laughlin stated it's typically because their costs are increasing. We could go out and look for other companies and see if we can get a lower price.

Dr. Sweeney asked is there a reason for the cost of the reserve funding?

Mr. Laughlin stated that should be following the reserve study.

Ms. Thomaszfski stated with the animal control, in my opinion it's not worth the fee that we're paying them if we don't see a big difference in that.

Mr. Laughlin stated we could cancel it at any time with a 30-day termination clause.

Ms. Priddy stated around one of the fields a year ago it was covered in goose poop, and anywhere walking around the lakes the sidewalks were completely covered. I've probably only seen two or three geese a few times a week and that is a tremendous improvement compared to before. I think from a health and sanitary perspective with not having the goose poop on the playgrounds, fields and sidewalks I think it's well worth it but I use all those areas.

Ms. Thomaszfski stated I never used to see any goose poop and now there is a ton of it down Diamond Springs on the sidewalk so I'm wondering if they're just moving the population.

Dr. Sweeney stated they are moving them. You're seeing now what we were seeing and the idea is when you keep them that they're going to move them further out. I've seen a night and day difference.

Mr. Diaz-Rodriguez stated I'm on Diamond Springs and I have noticed a decrease in the number of birds that congregate around my area but it could be that they're pushing the birds in another direction and maybe they're heading to your area.

Dr. Sweeney stated if they have nested there before they go back so worst-case scenario if there was a nest they can come in and remove the eggs and the idea is they won't come back.

Mr. Diaz-Rodriguez stated I've called Goosemasters three or four times when I've seen a congregation and he has responded quickly.

Dr. Sweeney stated I think they're great. I've seen them in the neighborhood and they're responsive.

SEVENTH ORDER OF BUSINESS Staff Reports

A. District Counsel

Mr. Walters stated the start of session has begun here in Tallahassee. As we've done in the past we will monitor legislation that could impact District operations. There are several this year that we're monitoring. It's just the beginning of the session so sometimes things get filed, start up and die because they lack support or whatever reason but I will circulate that report and that will come out every few weeks. If you have any questions on what you see on that report, please feel free to contact me.

B. District Engineer

Mr. Diaz-Rodriguez stated I wanted to bring up the sidewalks around the community that are protruding and they do present a hazard.

Mr. Waters stated if they're from the bridge to the front we can sheer that off because they are CDD maintained but within the community you have to call COJ. You have to notify them because it's not something they go around looking for.

C. District Manager

There being none, the next item followed.

D. Operation Manager's Report - Memorandum

Mr. Hall stated for the tankless water dispenser in the fitness center the best one would be about \$648 with installation.

Ms. Thomaszfski asked is there a monthly expense or anything like that?

Mr. Hall stated every six to eight months you have to replace the filter, which is about \$50.

Mr. Waters stated it would really benefit the community if we could get something outside as well because kids have come into the fitness center under the guise of getting water and running laps.

Mr. Hall stated they have better outdoor water fountains.

Mr. Laughlin stated the water fountains should be in the reserve study with a replacement date and money should be budgeted for it but I will find out.

Dr. Sweeney stated I'm all for the one inside. Let's also the clean the fitness center up and get some hand sanitizer dispensers.

Mr. Hall stated at the last meeting I was asked to get prices for more swings and benches at the playground. We're kind of running out of room for swings but we can put a single bay into match what we have and two nice benches that are the same as what we have for a total cost of \$4,047.28.

Mr. Laughlin stated I'll look at the reserve study for the swings also.

Dr. Sweeney stated I think at some point in time we'd be better off just taking the one fence down and maybe expanding it out. If we're going to spend that kind of money for a swing we should look at expanding it a little bit.

Mr. Hall asked do we still want to discuss the tennis backboards? It's about \$1,500 for a small one, \$1,999 with shipping included and it has a ten-year warranty.

Mr. Diaz-Rodriguez asked is it free standing?

Mr. Hall stated it attaches to the fence and these are curved so the ball mimics the movement as if somebody were hitting it back to you.

Mr. Diaz Rodriguez asked what's the size?

Mr. Hall stated the smallest is 8x8. The next size up is 10x12.

On MOTION by Dr. Sweeney seconded by Ms. Thomaszfski with Mr. Diaz-Rodriguez opposed purchasing a tennis backboard in the amount of \$1,999 was approved.

E. Amenity Manager

Mr. Waters presented options and recommended purchasing a projector in the amount of \$899.

On MOTION by Dr. Sweeney seconded by Ms. Priddy with all in favor purchasing a projector in the amount of \$899 was approved.

Mr. Waters presented options and recommended purchasing a projector screen in the amount of \$1,200.

On MOTION by Dr. Sweeney seconded by Ms. Priddy with all in favor purchasing a projector screen in an amount not to exceed \$1,200 was approved.

Mr. Waters asked for clarification is this coming out of my special events budget?

Dr. Sweeney stated no it's not but you're going to get us the report on your events and I think the idea is to go the Homeowners Association to see how we can collectively share some of those expenses. I think it would be great if one of us could go to the next HOA meeting to present it.

Mr. Walters stated it does create a Sunshine issue and there's a couple ways we can handle that. One is we could delegate that to a staff member, or we could give public notice that there will be two or more supervisors discussing an issue on this date.

Dr. Sweeney asked can we do a notice for that so we're in the clear?

Mr. Laughlin stated yes.

SEVENTH ORDER OF BUSINESS

Audience Comments / Supervisor's Requests

Ms. Thomaszfski stated this is also in the spirit of CDD and HOA getting along together. I would like to request....and Richard I believe you have access to an email list for Wynnfield Lakes homeowners for a specific emergency. I'm thinking if there were evacuation orders, flooding, fires, predators, active shooters etc. there should be a way for us to get a blast out to the homeowners. I would think the apartment people have their own list.

Mr. Waters stated this is something that was already discussed. There are issues with violating people's privacy and when I acquired people's emails I promised I wouldn't be giving them to third parties. They gave those emails to the CDD when they gave them to me and I can't assume those people wanted the HOA to have those emails. It's an assumption I'm not comfortable making. I would just suggest the HOA send out a letter to everyone requesting his or her email addresses.

Dr. Sweeney stated I think the best thing to do would be to go to the new management company because they should have their contact information from when people go into their online portal to pay their bills.

NINTH ORDER OF BUSINESS

Financial Reports

A. Approval of Check Register

Mr. Laughlin stated the total of the check run is \$75,700.40.

On MOTION by Ms. Thomaszfski seconded by Ms. Priddy 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 receipt schedule was included in the agenda package.

TENTH ORDER OF BUSINESS

Next Meeting Scheduled – May 15, 2019, 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 15, 2019 at 6:00 p.m. at this location.

ELEVENTH ORDER OF BUSINESS

Adjournment

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


Secretary/Assistant Secretary


Chairperson/Vice Chairperson