

MINUTES OF MEETING  
WYNNFIELD LAKES COMMUNITY DEVELOPMENT DISTRICT

The March 17, 2021 meeting of the Board of Supervisors of the Wynnfield Lakes Community Development District was recessed and reconvened Wednesday, April 7, 2021 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	Vice Chairman
Claire Marsh	Supervisor
Kate Priddy	Supervisor
Sharon Thomaszfski	Supervisor (by phone)

Also present were:

Daniel Laughlin	District Manager
Jennifer Kilinski	District Counsel (by phone)
Cheryl Graham	Riverside Management Services
Taylor Wright	Riverside Management Services (by phone)
Timi Wright	Riverside Management Services
Darrin Mossing	Riverside Management Services

*The following is a summary of the discussions and actions taken at the April 7, 2021 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 6:00 p.m.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

Ms. Martha Diaz-Rodriguez, 11948 Diamond Springs, asked how can we get the grass cut around the spillway? It looks terrible.

Mr. Laughlin stated I believe that's the same area that Cheryl has been looking into and has been speaking with the contractors about getting it cleaned up.

**THIRD ORDER OF BUSINESS**

**Consideration of RMS Contract**

Mr. Mossing introduced himself as the founder and Vice President of Riverside Management Services and acknowledged that there have been issues with staffing turnovers and issues related to COVID. Mr. Mossing expressed that he feels confident the current staff is committed and would like the opportunity to continue working with the Wynnfield Lakes community.

Ms. Thomaszfski presented a checklist and list of daily responsibilities she would like the RMS staff to follow.

There was a lengthy discussion amongst the Board and Mr. Mossing regarding a lack of facility management and maintenance over the last year. Dr. Sweeney asked that the Board be provided itemized receipts moving forward for invoices RMS submits for payment as there is a lack of trust as to what is getting done and how it is getting done. Dr. Sweeney asked that the operations management staff keep a list of when equipment was replaced, who replaced it, what the warranty was and how much it cost so the board is aware of when a replacement might be needed. The Board asked that RMS cover the cost of replacement of the pool equipment housing as well as the kiddie pool pump at a total of \$3,827.82 as they feel the items deteriorated due to lack of proper maintenance. Mr. Mossing agreed that RMS would cover the cost for replacing both items. Mr. Diaz-Rodriguez asked that RMS look into the landscape lighting as it was removed by a previous employee.

**FOURTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

There being nothing to report, the next item followed.

**B. District Engineer**

There being nothing to report, the Board moved on to the operations manager report.

**D. Operations Manager – Report**

**1. Painting Quotes**

Ms. Graham noted Next Level was not responsive to additional requests for their proposal. Certa-Pro's proposal remains unchanged from when it was presented at the March meeting. Ms. Graham noted CertaPro provides for a two-year limited warranty, while Color

Wave and Huie’s provide for a one-year warranty. Color Wave’s proposal increased by about \$5,000 to include painting of the fencing. Mr. Diaz-Rodriguez recommended choosing CertaPro for painting of the amenity facilities, whose proposal came in at \$13,900. Mr. Laughlin reminded the Board they approved an amount not to exceed \$20,000 for the project at the March meeting.

**2. Outdoor Side Tables**

Ms. Graham presented two proposals for side tables to be placed around the pool and also noted she found similar 18” round acrylic tables at Academy Sports for \$49 each.

On MOTION by Dr. Sweeney seconded by Mr. Diaz-Rodriguez with all in favor purchasing 18” acrylic tables from Academy Sports at an amount not to exceed \$600 was approved.

**3. Pool Equipment Housing Quote**

This item will be purchased at the cost of RMS as stated above.

**4. Pool Area Landscape Lighting Quote**

Ms. Graham noted she was still looking into the landscape lighting as well as landscape enhancements.

**5. Kiddie Pool Vacuum Pump Quote**

This item will be purchased at the cost of RMS as stated above.

**6. Goose Masters Renewal Agreement**

Ms. Graham asked if the Board would be interested in renewing the agreement with Goose Masters at their current rate of \$265 per week. The Board asked that the contractor check in with amenity staff when they’re onsite.

On MOTION by Dr. Sweeney seconded by Ms. Priddy with Ms. Marsh and Mr. Diaz-Rodriguez in favor and Ms. Thomaszfski opposed renewing the agreement with Goose Masters was approved 4-1.

Mr. Diaz-Rodriguez asked staff to look into replacing the ‘no fishing’ signs due to fading. Dr. Sweeney noted signs were purchased but not installed. Ms. Graham will look into it.

Ms. Thomaszfski asked that a staff member be present when work is being completed at the District facilities.

Ms. Graham informed the Board the tennis court has been scratched up and damaged from resident group cricket games and the Board discussed the group’s agreement with the District. Mr. Laughlin will reach out to the representative for the group to discuss the issue. Dr. Sweeney asked that staff also contact the contractor that resurfaced the courts to notify them of puddles forming on the courts.

Ms. Graham informed the Board that in the process of removing tiles in the pool it was discovered that an area of coping is crumbling and will need to be patched and sealed.

The Board discussed which color the amenity center building should be painted and decided on gray. The following motion was made to appoint Dr. Sweeney to work with staff to select the trim color.

On MOTION by Luis Diaz-Rodriguez seconded by Ms. Marsh with all in favor appointing Supervisor Sweeney to work with staff to select the trim color for the building was approved.

**E. Amenity Manager**

There being nothing to report, the next item followed.

**C. District Manager**

Mr. Laughlin provided a brief overview of the Fiscal Year 2022 budget noting as of now there is no increase in assessments expected and asked the board members to contact him if they have any questions or comments. The budget is scheduled to be approved at the next meeting. Ms. Marsh asked staff to look into the HVAC units as they’re reaching their useful life expectancy according to the capital reserve study.

**FIFTH ORDER OF BUSINESS**

**Public Comment / Supervisors’ Requests**

**Supervisor’s Requests**

Dr. Sweeney asked Mr. Laughlin to look into whether the District paid for Christmas decorations again in 2020.

Dr. Sweeney asked Ms. Taylor Wright to look into a resident's report that someone was going door to door asking if residents have received the COVID vaccine. Ms. Taylor Wright noted she has not heard reports of the issue as of yet.

**SIXTH ORDER OF BUSINESS**

**Other Business**

There being no other business, the next item followed.

**SEVENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – May 19, 2021 at 6:00 p.m. at the University of North Florida, University Center, 12000 Alumni Drive, Room 1090, Jacksonville, Florida**

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

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

  
Secretary/Assistant Secretary

  
Chairperson/Vice Chairperson