

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, July 20, 2022 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	Chairperson
Luis Diaz-Rodriguez	Vice Chairman
Mark Oliver	Supervisor
Jeffrey Lawton	Supervisor (by phone)
Nate Dickinson	Supervisor

Also present were:

Daniel Laughlin	District Manager
Jennifer Kilinski	District Counsel
Don Craig	District Engineer (by phone)
Lina Hernandez	Amenity Manager - Vesta
Ken Thomas	Field Operations Manager – Vesta
Dana Harden	Vesta Property Services

The following is a summary of the discussions and actions taken at the July 20, 2022 meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Laughlin called the meeting to order at 6:00 p.m.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the May 18, 2022
Board of Supervisors Meeting**

There were no comments on the minutes.

On MOTION by Dr. Sweeney seconded by Mr. Oliver with all in favor the minutes of the May 18, 2022 Board of Supervisors meeting were approved as presented.

FOURTH ORDER OF BUSINESS

**Public Hearing for the Purpose of Adopting
the Fiscal Year 2023 Budget**

On MOTION by Dr. Sweeney seconded by Mr. Diaz-Rodriguez with all in favor the public hearing was opened.

There were no members of the public in attendance.

On MOTION by Dr. Sweeney seconded by Mr. Diaz-Rodriguez with all in favor the public hearing was closed.

Dr. Sweeney asked how much the capital reserve study recommends the District have available in the reserve fund. Mr. Laughlin responded that there is currently \$141,000 available, and around \$300,000 is recommended.

A. Consideration of Resolution 2022-07, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2023

On MOTION by Mr. Dickinson seconded by Dr. Sweeney with all in favor Resolution 2022-07, relating to annual appropriations and adopting the budget for Fiscal Year 2023 was approved.

B. Consideration of Resolution 2022-08, Imposing Special Assessments and Certifying an Assessment Roll

On MOTION by Mr. Dickinson seconded by Dr. Sweeney with all in favor Resolution 2022-08, imposing special assessments and certifying an assessment roll was approved.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being nothing to report, the next item followed.

B. District Engineer – Acceptance of the Annual Engineer’s Report

Mr. Craig presented the annual engineer’s report to the Board, noting the purpose is to ensure the District’s assets are being maintained in good working order.

On MOTION by Dr. Sweeney seconded by Mr. Oliver with all in favor the annual engineer’s report was accepted.

Dr. Sweeney asked if a stormwater needs analysis report should be prepared. Mr. Laughlin responded that proposals can be obtained during the next fiscal year to prepare the report.

C. District Manager

1. Report on the Number of Registered Voters (1,078)

Mr. Laughlin informed the Board there are 1,078 registered voters reported to be residing within the District’s boundaries.

2. Consideration of Designating a Regular Meeting Schedule for Fiscal Year 2023

Mr. Laughlin presented a proposed meeting schedule to continue meeting on the third Wednesday every other month for Fiscal Year 2023.

On MOTION by Dr. Sweeney seconded by Mr. Oliver with all in favor the Fiscal Year 2023 meeting schedule was approved as presented.

D. Operation Manager – Report

Mr. Thomas gave an overview of his report, a copy of which was included in the agenda package.

E. General Manager

1. Report

Ms. Hernandez provided an overview of her report, a copy of which was included in the agenda package.

2. Proposals for Installation of Mulch and Rock in Pool Area

Ms. Hernandez presented a proposal from Yellowstone to install 17 units of mulch in the pool for a total of \$1,372.85 and rock for a total of \$8,554.41. A proposal from US Mulching for 15 units of mulch was also presented at a total of \$675. US Mulching and Yellowstone also provided proposals to mulch the playground and the amenity center and common areas. For the playground, the proposal from US Mulching totals \$2,000 and the proposal from Yellowstone totals \$2,030. For the amenity center and common areas, the proposal from US Mulching totals \$2,250 and the proposal from Yellowstone totals \$8,154.

The Board discussed rock not being a good idea given the issues with kids accessing the amenity center against the District's rules. Mr. Thomas stated that mulch is also an issue after storms due to runoff. Mr. Laughlin suggested installing borders around the beds to prevent the runoff. The following motions were made to approve installation of red mulch by US Mulching in the pool, playground, and amenity areas.

On MOTION by Mr. Dickinson seconded by Dr. Sweeney with all in favor the proposal from US Mulching to install red mulch in the pool area for a total of \$675 was approved.

On MOTION by Mr. Diaz-Rodriguez seconded by Mr. Oliver with all in favor the proposal from US Mulching to install red mulch in the amenity area for a total of \$2,250 was approved.

On MOTION by Mr. Dickinson seconded by Mr. Diaz-Rodriguez with all in favor the proposal from US Mulching to install gold mulch in the playground for a total of \$2,000 was approved.

3. Proposals for Multipurpose Field Aeration and Top Dressing

Ms. Hernandez presented a proposal to aerate the athletic field, totaling \$3,635.50. It was recommended to aerate the field at the end of each year if it doesn't improve following the fertilization treatments being applied by Yellowstone. Mr. Dickinson asked that a few more quotes be obtained. This item was tabled.

4. Proposal for Additional Security Cameras

This item was discussed during a private session held at the end of the meeting.

5. Request for Additional Funding for Pool Party

Ms. Hernandez asked for an additional \$300 in special event funding for the pool party to be held July 30, 2022.

On MOTION by Dr. Sweeney seconded by Mr. Diaz-Rodriguez with all in favor an additional \$300 in special event funding was approved.

Mr. Dickinson stated that he has received positive feedback on the improved maintenance of the pool.

Dr. Sweeney stated that the umbrellas around the pool are an issue. Mr. Thomas stated that he has recently repaired and/or replaced most of the umbrellas on the pool deck. He mentioned if the umbrellas are not closed after use they will be damaged easily. Mr. Dickinson suggested installing a pin through the stand rather than a set screw. The Board also discussed the tables being worn out and requested quotes be solicited for replacement.

Mr. Thomas also informed the Board that the vacuum motor on the mail pool was replaced, in addition to multiple other repairs and replacements that were noted in his report.

Mr. Diaz-Rodriguez stated that he felt the weed control in the lakes was lacking.

Dr. Sweeney stated that a section of the fence near the women’s restroom is unstable. Mr. Thomas suggested if the Board considers replacing the fencing, it needs to be a minimum of six feet tall.

SIXTH ORDER OF BUSINESS

Audience Comments / Supervisor’s Requests

There were no audience comments or additional supervisor requests.

SEVENTH ORDER OF BUSINESS

Other Business

There being no other business, the next item followed.

EIGHTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet & Income Statement

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

B. Special Assessment Receipt Schedule

A copy of the assessment receipts schedule showing the fiscal year 2022 assessments are 100% collected was included in the agenda package.

C. Approval of Check Register

A copy of the check register totaling \$79,053.70 was included in the agenda package.

On MOTION by Mr. Oliver seconded by Mr. Dickinson with all in favor the check register was approved.

Dr. Sweeney spoke to representatives of the apartment complex that were present at the meeting and asked them to reiterate to their residents that the pool closes at dusk as there have been many issues with people using the pool after closing.

Ms. Hernandez provided the Board with an overview of her process for shutting off cards for those that may no longer be living in the community. She also informed the Board there have been requests for additional cards above the two currently allowed.

Mr. Dickinson requested a lost and found box be installed at the amenity center.

NINTH ORDER OF BUSINESS

Discussion of Security Matters

In accordance with Sections 119.071(3)(a) and 281.301, *Florida Statutes*, this portion of the meeting was closed to the public, as it relates to details of the District's security system plan.

At approximately 7:50 p.m. the Board returned to the public portion of the meeting and made the following motion.

On MOTION by Mr. Dickinson seconded by Mr. Oliver with all in favor the proposal from Fidelity Security for patrol of the amenity center by an unarmed security officer for at least 40 hours per week at \$23 an hour for the remainder of the fiscal year was approved.

TENTH ORDER OF BUSINESS

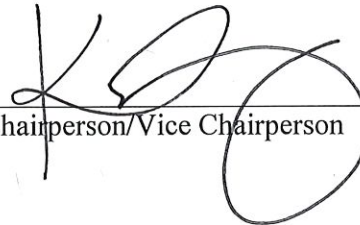
Next Scheduled Meeting – September 21, 2022 at 6:00 p.m. at the University of North Florida, University Center, 12000 Alumni Drive, Room 1090, Jacksonville, Florida 32224

ELEVENTH ORDER OF BUSINESS

Adjournment

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


Secretary/Assistant Secretary


Chairperson/Vice Chairperson