

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, September 21, 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

Also present were:

Daniel Laughlin	District Manager
Lauren Gentry	District Counsel (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 September 21, 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

Ms. Martha Diaz-Rodriguez expressed concern of the weeds around the ponds. Mr. Thomas explained that the ponds were treated on September 2nd and stated that the condition has improved. Mr. Laughlin asked Mr. Thomas to inquire as to whether they're allowed to treat them again. Mr. Thomas noted another option would be to dredge the edges of the lakes to remove the weeds, but there will be a cost involved.

Ms. Diaz-Rodriguez also expressed concern about the number of geese behind her home. Mr. Laughlin noted the GooseMasters contract is an item on the agenda, so the issue will be discussed.

THIRD ORDER OF BUSINESS

Approval of Minutes of the July 11, 2022 Workshop and July 20, 2022 Board of Supervisors Meeting

There were no comments on the minutes.

On MOTION by Mr. Oliver seconded by Mr. Diaz-Rodriguez with all in favor the minutes of the July 11, 2022 Workshop and July 20, 2022 Board of Supervisors meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Ratification of Agreements

A. License Agreement with Coastal Kicks for Fall and Winter of 2022 and Spring of 2023

Mr. Laughlin reminded the Board a representative of Coastal Kicks attended a previous meeting to present a proposal for use of the District’s facilities for multiple seasons, and the summer camp alone was approved. He stated he spoke to the Chairman regarding the agreement between meetings and the Chair requested more information. He informed the Board the fall session has begun and reported the number of participants, noting the majority of participants are residents.

Dr. Sweeney stated that she was concerned with all residents paying for the expense of resodding the field when an outside organization is using the fields. Mr. Diaz-Rodriguez suggested setting a firm rate to use the field that would be enough to offset costs associated with maintaining the field. The board also discussed percentages of income, however Dr. Sweeney commented they would not know what that would amount to until they see the numbers for spring and summer.

The Board discussed the possibility of seeding or resodding the field, which would require shutting the field down for some time. Ms. Gentry suggested removing any season that the Board is not prepared to authorize from the contract. Dr. Sweeney also stated her concern with approving future sessions without confirmation that payments for past sessions have been made. Ms. Gentry noted that the Board could approve the agreement subject to receiving any payments due.

On MOTION by Dr. Sweeney seconded by Mr. Oliver with all in favor the fall session was approved with the winter session contingent upon confirmation that payments have been received for the spring and summer sessions.

Dr. Sweeney asked Mr. Laughlin to confirm the dollar amounts for registration fees.

B. Agreement for Security Patrol Services with Fidelity Security Operations, LLC

Mr. Laughlin asked the Board if they would like to continue patrol services for the next fiscal year.

Ms. Hernandez stated that she likes having a guard onsite. She reminded the Board that the District is currently paying \$1,840 biweekly. She noted another option would be to use Envera's security camera monitoring services for a monthly fee of \$900.

The Board made the following motion to ratify the current agreement and to continue patrol services through the next fiscal year.

On MOTION by Mr. Oliver seconded by Mr. Lawton with all in favor ratifying the current agreement for security patrol services with Fidelity Security Operations, LLC and continuing the services for the next fiscal year was approved.

Dr. Sweeney expressed concern with a residence using the amenity center parking lot for overflow parking. Mr. Laughlin suggested striking the 48-hour limitation on towing from the amenity policies so that they simply state no unauthorized vehicles and no overnight parking.

On MOTION by Dr. Sweeney seconded by Mr. Lawton with all in favor removing the 48-hour notice requirement prior to towing vehicles in the amenity center parking lot was approved.

Staff asked the Board for clarification on special requests that may be made. The Board agreed that staff may authorize certain requests, however in a situation such as a party that is not being held at the amenity center, guests are not permitted to park in the amenity center parking lot.

FIFTH ORDER OF BUSINESS

Consideration of Renewal of Contract with Goose Masters

Mr. Laughlin informed the Board the cost for renewal is \$14,300 per year if the District opts to renew for two years, or \$14,820 for a one-year renewal. He noted there is still a 30-day termination clause included in the contract.

Mr. Diaz-Rodriguez pointed out that geese are still a problem within the community, however Dr. Sweeney stated that she thinks it has improved from what it was prior to the contract with Goose Masters. Ms. Hernandez asked if a letter could be sent from the CDD to the folks in the community who are still feeding the geese. Mr. Laughlin stated that he would send a letter.

On MOTION by Dr. Sweeney seconded by Mr. Lawton with all in favor renewing the contract with Goose Masters for two years was approved.
--

SIXTH ORDER OF BUSINESS

Consideration of Proposals

A. Sod Replacement on Athletic Field

Ms. Hernandez presented a proposal from Koehn Outdoor for replacement of sod and aeration on the athletic field in the amount of \$7,450. She noted Yellowstone has informed her the field condition is improving and they plan to apply treatments every two to three weeks. She also reminded the Board of a proposal from Yellowstone that was previously presented for sod replacement and aeration of half of the field totaling \$3,635.

Mr. Laughlin pointed out this work cannot be done while the soccer program is using the field so it will have to wait until spring.

B. Security Cameras

The Board discussed the options of adding security cameras or maintaining security patrol services earlier in the meeting and approved patrol services. No action was taken on this item.

C. Pressure Washing

Mr. Thomas presented proposals for pressure washing fencing, sidewalks, curbing and gutters from Wynnfield Lakes Drive to the four-way stop. He noted the lowest quote came in

from Five Star Pressure Washing and totals \$4,000. He also noted the roof of the amenity center will need to be done in the future.

On MOTION by Dr. Sweeney seconded by Mr. Oliver with all in favor the proposal from Five Star Pressure Washing totaling \$4,000 was approved.

Mr. Laughlin asked that the project be held off until after October 1, 2022.

D. Pool Furniture

Mr. Thomas presented proposals for new lounge chairs, tables and umbrellas for the pool area. Two proposals were to purchase new furniture. Option one totaling \$20,551.35 includes cross weave chaise lounges and option 2 totals \$23,284.71 and includes urban lines sling chaise lounges. A third proposal to repair the current chaise lounges for a total of \$3,946.18 was also presented. He noted he spoke to Southern Breeze regarding repairing the current furniture and it was suggested that chairs could be re-strapped if the frames are in good shape. The Board discussed purchasing 20 sling chaise lounge chairs as opposed to the 40 included in the proposal, and 10 tables, table bases, and umbrellas as opposed to the 12 included in the proposal.

On MOTION by Dr. Sweeney seconded by Mr. Oliver with all in favor purchasing pool furniture at an amount not to exceed \$14,000 was approved.

On MOTION by Dr. Sweeney seconded by Mr. Oliver with all in favor classifying the old pool furniture being replaced as surplus property upon receipt of the new furniture was approved.

On MOTION by Dr. Sweeney seconded by Mr. Oliver amending the previous motion to purchase pool furniture to change the not to exceed amount to \$16,000 was approved.

E. Replacement of Condenser Coil for A/C Unit

Mr. Thomas presented a proposal totaling \$2,105 to replace the condenser coil in the air conditioning unit. He also noted the contractor stated that he would recommend not put any more money into repairing the air conditioning unit for the clubhouse given its age.

F. Solar Lights for Pool Area

Mr. Thomas presented pricing for solar lights to purchase for the pool area. He noted the price for the preferred option has since increased to \$175 for a two-pack.

On MOTION by Mr. Diaz Rodriguez seconded by Mr. Oliver with all in favor purchasing solar lights for the pool area at a cost of \$175 was approved.

SEVENTH 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 next item followed.

C. District Manager

There being nothing to report, the next item followed.

D. Operation Manager – Report

Mr. Thomas gave an overview of his report, a copy of which was included in the agenda package. He noted he's received a quote for trimming the trees around the streetlights totaling \$2,529. Mr. Laughlin asked him to contact JEA to see if they will handle the tree trimming.

E. General Manager – Report

Ms. Hernandez provided an overview of her report, a copy of which was included in the agenda package. She also informed the Board that since there is a lot of confusion as to the separation of responsibility between the CDD and HOA, an interactive presentation will be given to the residents.

Mr. Diaz-Rodriguez asked for the no soliciting signs to be replaced.

Dr. Sweeney mentioned the possibility of sharing responsibilities for patrol services with the apartment complex. Ms. Hernandez stated that she would ask her contact if they're open to the idea.

EIGHTH ORDER OF BUSINESS Audience Comments / Supervisor's Requests

Ms. Diaz-Rodriguez stated that the homeless person that has been an issue for the District in the past has been seen again. Dr. Sweeney informed staff that there is a trespass order in place so the Sheriff's Office can be called if he is on the District's property.

NINTH ORDER OF BUSINESS Other Business

There being no other business, the next item followed.

TENTH 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 \$168,923.95 was included in the agenda package. Mr. Laughlin noted the check register includes an \$80,000 transfer to the capital reserve fund, and the payment for the liability insurance for the year.

Dr. Sweeney questioned the amount billed by Yellowstone for irrigation repairs. Mr. Oliver asked if there is a rain sensor installed on the irrigation system. Mr. Thomas stated that he would check.

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

ELEVENTH ORDER OF BUSINESS

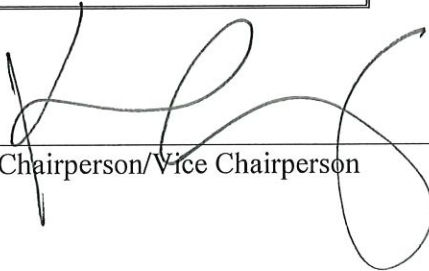
Next Scheduled Meeting – November 16, 2022 at 6:00 p.m. at the University of North Florida, University Center, 12000 Alumni Drive, Room 1090, Jacksonville, Florida 32224

TWELFTH ORDER OF BUSINESS

Adjournment

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


Secretary/Assistant Secretary


Chairperson/Vice Chairperson