

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, May 21, 2025 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:

Kristi Sweeney	Chairperson
Luis Diaz-Rodriguez	Vice Chairman
Mark Oliver	Supervisor
Nate Dickinson	Supervisor
Jeff Lawton	Supervisor

Also present were:

Daniel Laughlin	District Manager
Lauren Gentry	District Counsel
Daniel Laughlin	GMS
Kyle Sowards	District Engineer
Ken Thomas	Field Operations Manager
Lina Hernandez	General Manager
Dan Fagen	Vesta Property Services
William Dean	Bland Landscape
Luz Aponte	Bland Landscape
Jay Golomb	Coastal Kicks

The following is a summary of the discussions and actions taken at the May 21, 2025 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

Mr. Laughlin noted there were no members of the audience present at this time.

THIRD ORDER OF BUSINESS

Approval of Minutes of the March 26, 2025 Meeting

There were no comments on the minutes. Mr. Laughlin asked for a motion to approve.

On MOTION by Mr. Oliver seconded by Mr. Diaz-Rodriguez with all in favor the minutes of the March 26, 2025 meeting were approved as presented.

FOURTH ORDER OF BUSINESS**Consideration of Request from Coastal Kicks to Use the Athletic Field for 2025-2026**

Mr. Golomb from Coastal Kicks presented the request to the board. He stated they have a lower number of campers than they have had in the past. He offered to answer any questions.

Mr. Diaz-Rodriguez asked what percentage of kids are residents. Mr. Golomb stated about 80% of the camp are residents.

Dr. Sweeney asked how do they qualify for scholarships. Mr. Golomb stated if the families have trouble paying for the camp, they will send a brief statement of the situation they are in and Coastal Kicks will help in any way they can. He noted there is a typo on the report, and it should be "2 campers receive a full ride scholarship".

Mr. Dickinson asked if the landscaping team has seen anything wrong with the soccer field. Ms. Hernandez stated they did not find anything in their latest irrigation audit and the last lawn treatment that was done was on April 22, 2025.

Dr. Sweeney asked why there was a 55% increase on scholarships. Mr. Golomb stated there was more of an increase on discounts because they added early bird discounts.

Dr. Sweeney asked how many participants they have this year. Mr. Golomb stated it is about 120.

On MOTION by Mr. Dickinson seconded by Mr. Lawton with all in favor, the Request from Coastal Kicks to Use the Athletic Field for 2025-2026, was approved.

FIFTH ORDER OF BUSINESS**Update on the Request for Proposals for the Erosion Repair Project and Funding Options**

Ms. Gentry noted there was a delay on the plans to send out the bid package due to the structural engineer not finishing the drawings that need to be sent. She added due to this, they do not have the proposals, however, Mr. Sowards has cost estimates for the board and a draft of the report that would be required for bond financing.

Mr. Dickinson asked if they reached out to the trade contractors. Mr. Sowards stated they received a lot of interest on the RFP that was sent out. Ms. Gentry noted the ad ran on April 10, 2025 in the Daily Record.

Ms. Gentry stated by having this extra time, it allows staff to have more time to get the bond reports in a form that is acceptable to show the board.

Dr. Sweeney asked an audience member if they had cleaned up the site of the erosion repair. He stated he has not seen them clean it up. He noted there are trees that he is worried will fall.

Mr. Diaz- Rodriguez asked if the project is budgeted for. Ms. Gentry stated if they choose to go through with the project, it will have to be financed with bonds.

Dr. Sweeney stated because residents are adding pools, concrete slabs, etc. it is causing the issue of erosion.

Mr. Diaz- Rodriguez asked if they had a hard stopping date. Mr. Sowards stated they had the dates of when everything was supposed to get done, however, there was no date on the contract for preparation of the structural plans.

Mr. Sowards presented the cost estimates for pond bank erosion, drainage, general improvements to the Amenity Center and the main project off Wood Blossom. Ms. Gentry stated they have around \$5.4 Million in bond capacity remaining. She noted the cost of issuance is higher for a bond than it is for a loan. She added once the board determines what projects they want, at the next meeting, they will receive a chart of the bonds for each project. These reports presented by Mr. Sowards are in draft form and are still subject to review by the bond team.

Ms. Gentry noted any project over \$200,000 is required to have payment and performance bonds.

Mr. Dickinson asked if they knew what the increase in assessments would be if they take \$2 million. Ms. Gentry stated they would have that information at the next meeting. She stated if they did \$1.6 million in improvements, the homeowners would pay approximately \$221 per year based on prior estimates. She also noted they are able to include engineering and legal costs in the bonds.

Mr. Laughlin asked for direction from the board. Ms. Gentry noted they will be able to change the numbers once they have direction.

The board's consensus was to move forward with including all projects in the reports for cost estimate purposes.

SIXTH ORDER OF BUSINESS**Discussion of Fishing Policies**

Ms. Gentry stated they were informed the HOA has rules about the ponds that do not allow fishing. They then sent the CDD documents that appear to simply restate that the CDD does not allow fishing. It is unclear whether the HOA documents are independently establishing rules or merely restating rules that are already in place. She has reached out to the HOA to find out what these documents are and what legal effect it has on the CDD.

Mr. Diaz-Rodriguez stated the HOA's lawyers advised them to change the rules against fishing, however it will require 51% of homeowners to agree. He would like to see what the homeowners that live near the lakes say about the situation.

Mr. Dickinson stated he is in favor of allowing fishing and would like to hear others' opinions. He asked for Ms. Gentry to get in contact with their attorneys.

Ms. Hernandez asked what she should do about kids fishing while they wait for the policies to be confirmed. She noted these kids have received multiple notices and continue to fish in the pond. Dr. Sweeney stated they should send a final notice before they take further action.

SEVENTH ORDER OF BUSINESS**Consideration of Agreement Assignment from Koehn Outdoor to Bland Landscaping**

Mr. Laughlin informed the Board that Koehn Outdoor has been bought out by Bland Landscaping. He added this agreement is a bookkeeping item to transfer their agreement to Bland.

On MOTION by Mr. Dickinson seconded by Mr. Oliver with all in favor, the Agreement Assignment from Koehn Outdoor to Bland Landscaping, was approved.

EIGHTH ORDER OF BUSINESS**Consideration of Resolution 2025-04, Approving the Proposed Budget for Fiscal Year 2026 and Setting a Public Hearing Date for Adoption (July Meeting date to be moved to July 23rd)**

Mr. Laughlin presented the resolution and proposed budget. He stated the public hearing date would be for the July meeting. There is no increase being proposed to the budget.

Dr. Sweeney asked if there would be an increase with the bonds. Mr. Laughlin stated those would need their own public hearing.

Mr. Laughlin stated what they are proposing is for the General Fund. The on roll Assessments will be staying the same with a carry forward surplus of \$16,000. The Administrative Expenditures column has a total increase of about \$2,000. He noted this was due to a 3% increase with line items associated with GMS. The Assessment Administration was decreased and there was a slight increase to the General Liability Insurance.

Dr. Sweeney asked why they budgeted \$10,500 for Engineering but the projected is \$26,165. Mr. Laughlin stated they have spent a lot on reports. Ms. Gentry then stated if the District decides to issue bonds for the erosion project, they can be reimbursed for the attorney and engineering costs related to that project through the bond funds.

Mr. Laughlin stated the Property Insurance has increased, however they over budgeted last year. The Irrigation JEA was increased due to having potential increases in costs. The Field Operations Management has been increased for Vesta's annual 3% increase.

Mr. Laughlin noted this approval is to approve the highest dollar amounts. They can change the budget after approving this resolution, but they cannot increase the budget after it is approved.

Mr. Laughlin stated the Landscaping, and the Animal Control increase is due to the vendor's annual increase of about 3% each.

Dr. Sweeney asked if the increase for Fidelity Security was to happen in the next 5 months. Mr. Laughlin stated the increase was due to adding more patrols in the neighborhood. She stated she would like to keep the Security fees at \$58,840.

Mr. Laughlin stated Vesta has a 3% annual increase in their contract for the Amenity Center Management. He noted he believes this is the last year for the 3% increase from Vesta. There is a \$500 increase from Comcast for Telephone/Internet & Cable. They are proposing an increase of \$5,000 for Repairs and Replacements based on the trends they have seen. He noted they have an extra \$9,800 from security for their budget and if it is not needed, they can add it to the Capital Reserve.

Dr. Sweeney asked why they have \$12,000 budgeted for Repairs and Replacements under Field Expenditures if they have only spent \$1,005. Mr. Laughlin advised the board to not change the amount because in his experience, repairs come at bad times. He added the money is left over

from the previous fiscal year and if they take it out, they might need it if something needs repaired in the future.

Mr. Laughlin stated as per the vendors' agreements, there is an increase for Pool Maintenance, Pool Chemicals, and Janitorial Services. He added the overall expenditures are being increased, however they are able to balance it out with the Carry Forward Surplus from the last Fiscal Year.

On MOTION by Mr. Lawton seconded by Mr. Dickinson with all in favor Resolution 2025-04, the Proposed Fiscal Year 2026 Budget as Option A with No Proposed Increase and Setting the Public Hearing Date for July 23, 2025, was approved.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2025-05, Classifying Surplus Tangible Property

Mr. Laughlin stated they have received the new pool furniture and in order to get rid of the previous furniture, they must classify it as Surplus Tangible Property.

On MOTION by Dr. Sweeney seconded by Mr. Dickinson with all in favor, Resolution 2025-05 Classifying Surplus Tangible Property, was approved.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Gentry stated the legislative session has concluded and not many laws passed that impact CDDs. She added they will continue with their goals and objectives reporting in the future.

B. District Engineer

There being nothing further to report, the next item followed.

C. District Manager- Report on the Number of Registered Voters (1,079)

Mr. Laughlin stated there were currently 1,079 registered voters in the district.

D. Operation Manager**1. Service Reports**

Mr. Thomas gave an overview of the operations report. He stated Bland has been fertilizing the community and believes it to be going well. The tennis and pickleball courts have been soft washed, and the playground mulch has been installed. He noted many work orders were sent to repair a pothole and were completed the next day. He added he put in a work order for roadway markings, and it has been approved and will be completed in three months. He stated there was a homeless camp that has been cleared, and leg lift machine and roman chair pads have been replaced.

Mr. Dickinson stated there was a mattress that was in the pond.

2. Landscaping Enhancement Estimates Quotes

Mr. Thomas presented the landscaping proposals on page 55 of the agenda package. He stated the first proposal is for trimming trees that are killing sod along the Wynnfield Lakes Drive.

Mr. Laughlin stated as of April, they have spent \$3,000 of their \$21,000 that was budgeted for Landscaping.

The next proposal is for sod replacement along the entrance side of Wynnfield Lakes Apartment entrance for \$3,000.23.

Mr. Dickinson asked where the apartment owns the land. Mr. Thomas stated the CDD owns the tennis court side on the west side of the entrance. He stated there is dense sod on this side that needs to be replaced.

Mr. Thomas stated the proposal on page 57 of the agenda package is to lift trees on both sides of Kernan Blvd for \$7,462.50. He added because of the trees, no sun is able to get to the sidewalks, causing algae to grow.

Mr. Laughlin asked the board if they would like to pay the \$7,462.50 for the tree lifts.

The board stated they would rather pay the \$5,750 to have the canopy lifted along Wynnfield Lakes Drive than the other proposals.

Dr. Sweeney stated they need to have the irrigation fixed. Mr. Dickinson asked why they were not notified then the irrigation system messed up. Mr. Aponte stated the manager at the time was not doing their job properly and they have since been removed from the company.

Mr. Dickinson asked why the proposal for sod at the tennis court is only a couple hundred dollars more expensive than the sod replacement at the apartment entrance if it is 5x more sod. Mr. Thomas stated they are only getting the same amount of sod in each pallet.

On MOTION by Mr. Dickinson seconded by Dr. Sweeney with all in favor, Work Order #138333 for \$5,750, was approved.

Ms. Gentry asked if the board wants to allow the landscaping vendors to help irrigation issues.

On MOTION by Mr. Dickinson seconded by Mr. Oliver with all in favor, the spending Authority for landscape Company to Repair Irrigation Issues NTE \$750, was approved.

E. General Manager

1. Report

Ms. Hernandez gave the Board an overview of the General Manager's report, a copy of which was included in the agenda package. She stated Pool Monitors have been hired and trained for the season. They will start on May 24th and continue through Labor Day Weekend. They will work Saturdays, Sundays, and any holidays. She noted she has had some complaints about the "No Food or Drink on the Pool Deck" rule and she sent an eblast out to the community stating that it was a rule for the Health Department. She added the Pool Monitors will be enforcing this rule.

Mr. Dickinson stated there is a 4-foot rule for food to be away from outside of the pool from the Florida Department of Health. Ms. Hernandez stated the worker from the Health Department recommended no food on the pool deck due to the layout of the pool.

Ms. Hernandez stated the Easter Event was held on April 12th and was a successful event. There are many upcoming events including a School's Out for the Summer Pool Party on May 31 at 11 a.m. There will be pizza, refreshments, games, and a DJ. The next scheduled event is a Foam Party on August 9th from 11-2p.m. The Fall Festival is the CDD's biggest event of the year and is happening on October 18th. There will be bounce houses, obstacle course, inflatable axe throwing, a balloon artist, face painting, a costume contest, music, crafts and a food truck.

Ms. Hernandez asked the board if there was anything they would like to change with the security since it has been changed. Dr. Sweeney stated she believes they should go back to 5 days a week. She believes they went to 6 nights a week because the previous security guard was able to do so. Mr. Dickinson stated he would like to give it until the end of the summer. Mr. Laughlin stated they can revisit this at the next meeting. Dr. Sweeney asked if they had coverage while the previous security was on vacation. Ms. Hernandez stated they had his shifts covered when he left.

The board decided to leave the security how it is until the end of the summer.

Ms. Hernandez stated there was a request for a resident to use the pool for private swim lessons. Mr. Laughlin stated the request was pulled.

Dr. Sweeney stated there was a man giving tennis lessons on the tennis courts. Ms. Gentry stated they do not allow commercial service without permission.

ELEVENTH ORDER OF BUSINESS Audience Comments / Supervisor's Requests

Mr. Laughlin stated there were no members in the audience. There were no Supervisor's Requests at this time.

TWELFTH ORDER OF BUSINESS Other Business

There being no other business, the next item followed.

THIRTEENTH ORDER OF BUSINESS Financial Reports

A. Financial Statements as of March 31, 2025

Copies of the financial statements were included in the agenda package for the Board's review.

B. Special Assessment Receipt Schedule

A copy of the assessment receipts schedule showing the fiscal year 2025 assessments are 98% collected was included in the agenda package.

C. Approval of Check Register

A copy of the check register totaling \$101,585.30 was included in the agenda package.

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

FOURTEENTH ORDER OF BUSINESS

**Next Scheduled Meeting – July 23, 2025 at
6:00 p.m. at the University of North Florida,
University Center, 12000 Alumni Drive,
Room 1090, Jacksonville, Florida 32224**

FIFTEENTH 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