

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 23, 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
Jennifer Kilinski	District Counsel
Mary Grace Henley	District Counsel
Kyle Sowards	District Engineer
Ken Thomas	Field Operations Manager
Lina Hernandez	General Manager
Dan Fagen	Vesta Property Services
Winslow Wheeler	Vesta Property Services
Rhonda Mossing <i>by phone</i>	MBS Capital Markets

*The following is a summary of the discussions and actions taken at the July 23, 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**

Resident stated they were at the meeting for the discussion on the tennis classes.

Mr. Laughlin asked the Board if they wanted to move the item regarding the tennis class up for the residents. The Board agreed.

**FIFTH ORDER OF BUSINESS**

**Consideration of Tennis Classes**

***\*\*This item was taken out of order from the agenda\*\****

Camila Jinero's program has taught children's tennis classes for over 10 years. She stated their current program is catered to all ages. Their programs for the residents of the community include: classes for ages 2-5 that includes a friend, classes for ages 6-12 that focuses on technique and coordination, classes for ages 13-18 that includes physical and mental training, classes for adults 18+ for recreational use and competitive and family and friend classes. These classes are available Monday-Friday from 4 p.m. to 7 p.m. Monthly packages start at \$80 for classes and have many options to choose from.

Mr. Dickinson stated he liked the idea and does believe the pricing packages are reasonable.

Mr. Lawton asked if the community has had anything like this before.

Ms. Hernandez responded they have not had any tennis programs; however, they tried a swim program. Unfortunately, they did not go through with the swim program because of the pricing being too expensive. Ms. Hernandez stated she does not believe the pricing will be a problem with the tennis, based on the prices they were given.

Mr. Dickinson asked if the hours will be shortened in the winter. Ms. Jinero responded they can be flexible with their hours.

Mr. Dickinson stated he likes the idea but does not know if the demand for a full five days is there. Ms. Jinero stated they can work with the Board on the days that they are there, based on the people that sign up.

Dr. Sweeney asked if they can potentially hold a Monday, Wednesday and Friday class because she believes it will be hard to block off the tennis courts for a full five days a week.

Ms. Henley stated the vendor will need to get a license agreement in place, and the board could authorize the program on an interim basis to allow for time to determine what days they want to use the courts subject to a license agreement.

Mr. Dickinson stated they should start with three days a week for 90 days. He asked what the revenue will be.

Ms. Henley stated it is at your discretion but recalled similarly situated programs are at 20% of the net revenue from the program.

On MOTION by Mr. Oliver seconded by Mr. Lawton with all in favor Authorizing Tennis Classes on an Interim Basis with the Time to be Coordinated with Staff for the First 90 Days, was approved.

### **THIRD ORDER OF BUSINESS**

#### **Review and Scoring of Bids for the Erosion Repair Project**

Mr. Sowards stated they have received a proposal from Corecon Solutions to perform the erosion repair project for the district.

Ms. Kilinski clarified that when the Board first went out for proposals, there were no responsive bids initially. They received two responses that had not provided the full packages, and the bidders were informed they had another week to send back the entire package to have responsive bids. Corecon was the only vendor who sent a response back. She added that pursuant to the District's adopted Rules of Procedure, the Board can now (1) restart the RFP process, (2) go to direct contracting with Corecon or the other bidder, or (3) can go to a direct contract with someone who is not on the bid list. She noted Mr. Sowards' recommendation was to award Corecon with the project.

Mr. Sowards believes the lack of access may have intimidated bidders; however, Corecon had shown excitement for the challenge.

Mr. Dickinson asked if they could receive any help from the city. Mr. Sowards stated the city has made it clear that they are not responsible for this.

Dr. Sweeney stated from her research, they will not help the district because they see them as the least likely to flood.

Mr. Dickinson stated he reviewed the bid and believes in Corecon's ability to complete this project.

Dr. Sweeney asked if there were any legal ramifications with the other companies that bid for the project because they did not respond with full bids. Ms. Kilinski added because the District attempted to go through the bidding process and it failed through no fault of the District, they can go to a direct contract with the company they so wish unless they want to restart the RFP process. She added they can also receive other proposals through the informal process.

Mr. Diaz-Rodriguez stated his only concern was the pricing of the project. Mr. Dickinson stated Corecon is for \$690,000 and the other proposal they had received was higher. Mr. Laughlin noted the professional estimate based off previous jobs was priced at \$750,000.

Mr. Dickinson noted the improvements that have been made around the area and asked Mr. Sowards if those improvements will help their embankment. Mr. Sowards stated the area is continuing to erode, despite the improvements.

Mr. Oliver stated he lives by this area, and it floods almost every storm they have. He added he just had to move his fence due to erosion.

Mr. Sowards stated the flow of the water is coming from the resident's backyard down the slope of the bank.

Dr. Sweeney asked where the HOA comes in because of the resident's backyards. Mr. Sowards responded the erosion is part of a CDD easement. Dr. Sweeney stated that because of the backyards, it becomes an HOA issue. She added they should not be bonding money because homeowners are being negligent to the embankments. She believes there should be stricter rules for those that live on the embankments.

Mr. Diaz-Rodriguez stated there had been adverse action taken against homeowners from the HOA for not keeping up with their backyard in the past.

Mr. Dickinson asked if there was a way to enforce an HOA house that is on CDD property to not let them build anything that will affect the property. Ms. Kilinski stated they can partner with HOA to help inform the residents of what the effects could be when impervious areas are built that create erosion challenges on the pond banks.

Mr. Dickinson asked if there were any other grants they could use to help this problem.

Dr. Sweeney stated even if they fix the embankment, they still risk the chance for erosion because they have had more water in that area than they have ever had. She added if they are not addressing the water issue, it could erode again.

Mr. Laughlin asked how the Redi-Rock will hold up. Mr. Sowards responded that it is a very good solution as far as the material and company and should last a long time. He added that Redi-Rock has been used in downtown St. Augustine at the parking garage that has been there for 15 to 20 years. He noted they have experienced heavy flooding in this area, and it is a testament to the company's work how the Redi-Rock has withstood the water. Redi-Rock or a sheet of vinyl would be the most sustainable.

Dr. Sweeney stated once they fix this issue, it will create a domino effect of other embankments that need fixed.

Mr. Dickinson asked if the next steps were to bond the money for the assessments. Mr. Laughlin stated the construction is \$2.2 million and MBS has found a way to refinance the current bonds and issue new bonds to make it only a \$200 increase per household.

Dr. Sweeney stated she will not agree to approve the proposal unless there is a contingency on issuing the bonds.

Ms. Kilinski stated the order of operation for this would be for the District to award the contract which such bidders have agreed to hold for 120 days and make any notice to proceed or formal start to the project contingent on the District closing on the bonds and having bond proceeds in hand.

Mr. Laughlin noted Ms. Mossing will give a presentation and they believe it will be the best option as far as financing goes.

Ms. Kilinski stated if the District gets to the public hearing and something compels the Board that it does not want to move forward, residents will have a chance to give you testimony and comments and you will have the opportunity to stop the process.

On MOTION by Mr. Dickinson seconded by Mr. Oliver with all in favor the Corecon proposal for the Erosion Repair Project, Contingent on Issuing Bonds, was approved.

#### **FOURTH ORDER OF BUSINESS**

#### **Financing Matters**

##### **A. Presentation by MBS Capital Markets**

Ms. Mossing stated they were asked to pursue financing for the erosion repair project, and MBS put together a bond structure that would make sense for their financing. She added they had made a 30-year public offering that was similar to what they had before. In 2005 the board had validated \$17 million worth of bonds and after they were validated, the board had issued \$11,550,000. Once build out occurred, MBS had refinanced the bonds and were able to get an A rating from S&P at the time, however, it was downgraded in 2019 after a financing crisis in the country, which caused them to be stricter on their ratings. She added the average coupon outstanding on those bonds is a 4.42. They realized the better way to go about this is to refund those bonds because it could reduce the annual assessment the District is currently paying on the bonds. She suggested performing a bank financing because it will end up costing less money in insurance that a public offering does. She noted the rates are highly competitive at the moment and believes it will be around 4.5%. She stated the Board will be extending the current

payments that they are used to making for a few more years, rather than for the whole 30-year bond issue. They have estimated the cost of insurance and divided the costs between refunding, the new money for the single family, and the new money for the multifamily. She noted the multifamily property has already paid off the bonds, meaning the only bond debt that they will have going forward would be for the new money portion of the bonds. She noted they believe this is in the district's best interest to proceed with this.

Dr. Sweeney asked what the increase is that a household would see. Ms. Mossing stated they are currently paying about \$1,400 a month for debt service for single family homes and believes that will go down to \$1,358 per month. They will then add on the debt for the new money between now and 2036, and that will increase the assessments to an additional \$200 a year.

Mr. Laughlin stated the methodology is the actual document that will be used for the bond issuance, and the current assessment is \$1,404.59. With the refinancing and new money, the assessments would go up to \$1,585.69. He noted the numbers in Ms. Mossing's presentation had been updated since the agenda package went out.

Ms. Mossing stated it equates to \$181 a year or a \$15 a month increase.

Dr. Sweeney asked what the professional fees are. Mr. Laughlin stated they were for the legal and engineering fees that are required during the project.

Ms. Kilinski reminded the Board that the contingencies are in there as a cushion/float given the construction has not started.

Mr. Dickinson asked where the money in the bond will end up landing. Mr. Laughlin stated it will be with the trustee in a construction account. He noted they can redeem the bonds if they have extra money in the account.

Mr. Laughlin stated the Board would need to approve the engineer's report and the methodology report. They would then have a resolution for setting the public hearing to declare those assessments.

Ms. Mossing stated if they are authorized to proceed, they will send out a credit package where they will receive bids from various banks to provide the financing. She added they would like to hold a special meeting in August to award the term sheet.

Mr. Laughlin stated they are aiming for August 20, 2025 at the regular meeting time for the special meeting. He noted the normal September meeting would be the public hearing. The Board had no issues with this meeting date.

Dr. Sweeney asked for an eblast to be sent out informing the residents of the special meeting and the public hearing.

Next, Dr. Sweeney asked if the City of Jacksonville has approved the Redi-Rock option. Mr. Sowards stated the City of Jacksonville uses Redi-Rock. their main concern was with maintaining the maximum section of flow throughout the drainage ditch and not minimizing the flow. What was presented to the City was a timber wall and sheet pile wall and Redi-Rock is a stronger material.

**B. Consideration of Engineer's Report**

Mr. Dickinson asked at what point would that be converted into the HOA fee. Mr. Laughlin stated the CDD does not expire at the end of a bond payoff, it lives in perpetuity.

**C. Consideration of Assessment Methodology**

Mr. Laughlin stated the assessments would increase from \$1,404 to \$1,585 through 2036 and then they would drop to \$1,084 through 2041. Mr. Laughlin asked for any questions. Hearing none, the next item followed.

**D. Consideration of Resolution 2025-06, Declaring Special Assessments and Setting a Public Hearing Date**

Mr. Laughlin presented resolution 2025-06 to the Board and stated the Public Hearing would need to be changed to September 15, 2025.

On MOTION by Mr. Dickinson seconded by Mr. Oliver with all in favor Resolution 2025-06, Declaring Special Assessments and Setting a Public Hearing Date of September 15, 2025, was approved.
--

**SIXTH ORDER OF BUSINESS**

**Approval of Minutes of the May 21, 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. Dickinson with all in favor the minutes of the May 21, 2025 meeting were approved as presented.

**SEVENTH ORDER OF BUSINESS**

**Public Hearings for the Purpose of Adopting the Fiscal Year 2026 Budget and Imposing Special Assessments**

**A. Consideration of Resolution 2025-07, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2026**

Mr. Laughlin presented the resolution to the Board. He noted they were not proposing an increase in assessments, and there was a carry forward surplus that was used to even out the slight increases in line items. He asked for a motion to open the public hearing.

On MOTION by Mr. Dickinson seconded by Mr. Oliver with all in favor, Opening the Public Hearing, was approved.

Mr. Laughlin stated there was one member in the audience and asked if they had a comment. The audience member stated he was Daniel Harvey with GMS.

Mr. Laughlin asked for a motion to close the public hearing.

On MOTION by Mr. Dickinson seconded by Mr. Oliver with all in favor, Closing the Public Hearing, was approved.

Mr. Harvey asked how the budget will be revised to include the bonds. Mr. Laughlin responded that the bonds would be included in the 2027 budget due to assessment roll deadlines.

Mr. Laughlin stated the budget has not changed since the Board's approval and there is no overall increase. He noted the Capital Reserve is being kept at around \$100,000.

Mr. Dickinson asked how much is left to spend for landscaping. Mr. Laughlin stated they have \$21,000 budgeted and they have already used \$3,400.

Mr. Laughlin stated the increases that are in the budget are contractual or utility.

Dr. Sweeney asked why the Pool Chemical budget was proposed to increase for next year. Mr. Laughlin stated it was because they have a 30% increase across the board on pool chemicals the previous year.



Dr. Sweeney asked what the website maintenance cost is and what website it is for. Mr. Laughlin stated it is \$200 for the CDD website and is overseen by GMS.

On MOTION by Mr. Dickinson seconded by Mr. Lawton with all in favor Resolution 2025-07, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2026, was approved.

**B. Consideration of Resolution 2025-08, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2026**

Mr. Laughlin stated this will certify the assessment roll that is sent to the county with the collectible amounts. He added they will collect the assessments and then distribute it to the district as they receive them.

On MOTION by Mr. Dickinson seconded by Mr. Oliver with all in favor, Resolution 2025-08, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2026, was approved.

**EIGHTH ORDER OF BUSINESS**

**Discussion of Policies**

**A. Fishing**

Ms. Henley stated Ms. Gentry was authorized to reach out to the HOA's counsel to figure out where the fishing policies came from. The HOA responded that the Declaration of Covenants gives the HOA the right to govern the ponds and resident use of the ponds within the subdivision, despite the ponds being owned by the CDD. She asked the Board if they would like to allow fishing on District property and authorize staff to work with the HOA to potentially effectuate a change.

Dr. Sweeney stated if the Covenants states that the HOA oversees the fishing policies, then they should not change them.

Ms. Kilinski stated if they were to research it, she believes the HOA would not have that authority because the CDD owns the property.

Mr. Diaz-Rodriguez stated they still have many individuals fishing, despite the "No Fishing allowed" policy.

Ms. Kilinski stated if there are residents that are violating that policy, the HOA could, if it desires, fine or levy a lien on somebody's home if the covenants so allow.

Mr. Dickinson stated he is fine with having the HOA enforce the fishing policies.

Ms. Hernandez asked if the Board would like her to start deactivating access cards if they are caught fishing on the properties. The Board decided to let the HOA enforce the rules and punishments.

### **B. Playground Age**

Mr. Laughlin stated staff had requested to increase the allowed age at the playgrounds. The current policy is any child 8 years of age or younger must be accompanied by an adult.

Mr. Dickinson stated if staff believes it is a health and safety concern, then he agrees they should increase the age, however, he does not believe changing the age will make a big difference.

Mr. Laughlin noted that anyone over the age of 12 cannot use the playgrounds at all with the current policy.

Ms. Kilinski stated the 12-year age limit might be because of the equipment manufacturer.

The Board's consensus was to keep the playground age as-is.

## **NINTH TENTH ORDER OF BUSINESS      Staff Reports**

### **A. District Counsel**

Ms. Henley reminded the Board that their Form 1s were due at the start of this month. She also reminded the Board that their four hours of required ethics training is due by the end of the year.

### **B. District Engineer**

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

### **C. District Manager- Consideration of Designating a Regular Meeting Schedule for Fiscal Year 2026**

Mr. Laughlin stated they are proposing to hold the meetings on the third Wednesday of each month at the same time and location.

Mr. Lawton stated March 18<sup>th</sup> is spring break week and requested for this meeting to be changed.

The Board decided to change the March meeting to March 25, 2025.

On MOTION by Mr. Dickinson seconded by Mr. Oliver with all in favor, Designating a Regular Meeting Schedule, was approved as amended.

**D. Operation Manager**

Mr. Fagan stated this will be Mr. Thomas' last meeting as he has taken another job in Vesta. Going forward, he noted Ms. Hernandez will handle Field Operations and the General Manager's report.

**E. General Manager- Report**

Ms. Hernandez gave the Board an overview of the General Manager's report, a copy of which was included in the agenda package for review. She stated the weekly maintenance continues on Thursdays and fertilization occurs every six to eight weeks, with the reports provided right after the treatments. She added recent services included with controlled chinch bug treatment on the side for summer patch and a balanced fertilizer to improve torque health and quality. For the canopy lift at Wynnfield Lakes, she stated they have completed the approved tree trimming over the roadway on June 9, 2025, and took trees along the sidewalk up at no additional cost. She provided the Board a proposal to raise the trees to 15-18ft over the sidewalks for \$5,400.

Mr. Lawton stated some of the trees on the proposal are the city's trees.

Dr. Sweeney asked if they were going to be using a subcontractor. Mr. Laughlin stated they were, and many landscape companies often do not do tree work themselves.

Dr. Sweeney asked if they have asked the city to trim the trees. Mr. Fagan stated the city does not trim trees inside of community districts. She stated she has seen them trim her neighbors' tree.

Mr. Dickinson stated he is fine with moving forward with the proposal as it will not affect the budget.

On MOTION by Mr. Oliver seconded by Mr. Lawton with Mr. Dickinson in favor, and Dr. Sweeney and Mr. Diaz-Rodriguez opposed, the Bland Proposal to Cut Oak Trees Along Wynnfield Lakes Drive to 15-18 Ft for \$5,400, was approved 3-2.

Ms. Hernandez stated the bridge after the amenity center that is between the two ponds has a fungus infection and they have applied three treatments to the area already. They are going to provide a one-time replacement at no extra cost, but they cannot guarantee other areas.

Dr. Sweeney stated she believed they had over-watered the area and this was the cause. She asked if they had considered that they are running the sprinklers too long at night, causing the fungus to grow.

Mr. Lawton asked if this was the same area that has trees die. Mr. Fagan stated there were two that died, and they had them replaced.

Ms. Hernandez stated the monthly pump inspections are continuing with extra visits as needed and she should be receiving the reports from July later this week. She asked if there were any concerns on lake management.

Mr. Diaz-Rodriguez stated they have not been controlling the weeds. Mr. Laughlin stated they come every month and treat every pond; however, they are limited with what they can treat. He noted that grass carp are the only way to remove the grass completely in the ponds.

Ms. Hernandez stated for Vesta, all regular services and cleaning have been performed. She added the pool monitors have been working on Saturdays and there were reports regarding individuals refusing to vacate the pool deck. She has not had any luck on identifying the individuals.

Dr. Sweeney asked for the pool monitors to be more proactive. She noted residents have been vaping and bringing glass beer bottles in the pool deck and she wishes for the pool monitors to tell the residents that is against the rules.

Mr. Dickinson asked what happened to the furniture they bought to match the canvas. Mr. Fagan stated the furniture is still there, however the strap chairs were removed.

Ms. Hernandez stated they have approved an additional 20 lounge chairs and asked if the Board wanted her to bring back proposals. The Board decided to wait until next year for this.

Dr. Sweeney asked what the cosmetic repair was. Ms. Hernandez stated they have one for a treadmill cover and it is called a cosmetic repair because it does not affect the way the treadmill works. She noted this proposal is for \$709.68.

Ms. Hernandez stated they had a back-to-school pool party on May 31<sup>st</sup>, and it was a great way to start summer break. She added the next two upcoming events are a pool party on

August 9<sup>th</sup> from 11 a.m. to 2 p.m. and a Fall Festival on October 18<sup>th</sup> that is also from 11 a.m. to 2 p.m.

Mr. Oliver asked how often Goose Masters is on property. Ms. Hernandez responded they come when they are called. Dr. Sweeney stated they needed to be on property more often.

Ms. Hernandez stated they are going to add a mini library stand by the veranda. Ms. Henley stated with this, they have to abide by the First Amendment when it comes to the oversight of books placed in the mini library. Mr. Laughlin noted if anything gets put in the mini library that causes an issue, they can remove the mini library altogether.

#### **TENTH ORDER OF BUSINESS**

#### **Audience Comments / Supervisor's Requests**

Mr. Laughlin stated there were no members in the audience. He asked for Supervisor Requests.

Dr. Sweeney asked for the landscaping to be looked at by the paved area in front of the park. She noted residents do not believe they have mulched the area and believes the sprinklers are left on for too long.

Mr. Dickinson stated there was a pond in front of his house that is increasingly turning brown.

Dr. Sweeney asked when all of the Board members' seats are up for re-election. Mr. Laughlin stated Dr. Sweeney and Mr. Lawton's seats are up for re-election in 2026 and Mr. Dickinson, Mr. Oliver, and Mr. Diaz-Rodriguez' seats are up for re-election in 2028.

Dr. Sweeney stated they had approved signs on the apartment complex; however they did not follow what they were told, and they painted the whole building. Ms. Hernandez stated she had contacted the manager of the complex to invite her to the meeting, however, last minute, she told her she could not make the meeting. Mr. Laughlin stated the CDD has no authority over the apartment complex.

#### **ELEVENTH ORDER OF BUSINESS**

#### **Other Business**

There being no other business, the next item followed.

#### **TWELFTH ORDER OF BUSINESS**

#### **Financial Reports**

##### **A. Financial Statements as of June 30, 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 100% collected was included in the agenda package.

**C. Approval of Check Register**

A copy of the check register totaling \$85,408.40 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.


**THIRTEENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – August 20, 2025 at 6:00 p.m. at the University of North Florida, University Center, 12000 Alumni Drive, Room 1090, Jacksonville, Florida 32224**

**FOURTEENTH 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