

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 Tuesday, March 25, 2026 at 6:06 p.m. at the University of North Florida, University Center, 12000 Alumni Drive, Room 1088, Jacksonville, Florida.

Present and constituting a quorum were:

Kristi Sweeney	Chairperson
Mark Oliver	Supervisor
Nate Dickinson	Supervisor
Jeff Lawton	Supervisor

Also present were:

Daniel Laughlin	District Manager
Lauren Gentry	District Counsel
Mary Grace Henley	District Counsel
Kyle Sowards	District Engineer
Lina Hernandez	General Manager
Dan Fagen	Vesta Property Services
Winslow Wheeler	Vesta Property Services
Jay Golomb	Coastal Kicks

*The following is a summary of the discussions and actions taken at the February 10, 2026 meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Laughlin called the meeting to order at 6:06 p.m.

**SECOND ORDER OF BUSINESS**

**Public Comment**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the February 10,  
2026 Board of Supervisors Meeting**

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

On MOTION by Mr. Oliver seconded by Mr. Lawton with all in favor the minutes of the February 10, 2026 meeting were approved as presented.

**FOURTH ORDER OF BUSINESS**

**Discussion with Coastal Kicks Regarding Summer Season**

Mr. Golomb presented the report from the previous year, and proposal for the upcoming seasons. There were no substantial changes from the previous year’s request.

On MOTION by Dr. Sweeney seconded by Mr. Dickinson with all in favor the proposal for field use from Coastal Kicks for 2026 to 2027 was approved.

**FIFTH ORDER OF BUSINESS**

**Acceptance of the Audit Committee’s Recommendation and Authorizing Staff to Issue a Request for Proposals for Audit Services**

On MOTION by Mr. Oliver seconded by Mr. Dickinson with all in favor the criteria recommended by the audit committee was approved and staff was authorized to issue a request for proposals for audit services.

**SIXTH ORDER OF BUSINESS**

**Discussion of Erosion Project**

Mr. Laughlin stated that the City of Jacksonville came out to inspect the area in which the erosion is occurring and reported back that there is nothing visible on the shoreline or banks to indicate any shearing or undercutting. The District’s property goes into the tract of the canal, and it is the District’s responsibility to make the repairs and they will not offer any assistance.

Dr. Sweeney stated that all parties involved need to come up with a long-term, sustainable solution as her concern is that this may be an issue for the entire tract of land along the canal, not just the three houses. She would like a meeting set up with the meeting to discuss this.

Mr. Laughlin stated that Mr. Sowards confirmed with the contractor that was to perform the repairs that they will hold the pricing they provided previously.

A lengthy discussion ensued in which the repair process, financing options, and timeline was discussed, and the following motion was made.

On MOTION by Mr. Dickinson seconded by Mr. Oliver with all in favor authorizing staff to bring back a resolution to set a public hearing to discuss issuing bonds and to bring the appropriate agreements was approved.

On MOTION by Mr. Dickinson seconded by Mr. Oliver with all in favor authorizing the District Engineer to begin the permit application process for the erosion project was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2026-03, Re-Designating the Local Records Location**

Mr. Laughlin stated that the previous local records location was at the offices of Riverside Management Services and that location has since moved to a different county. He proposed moving the local records location to GMS’s Jacksonville office.

On MOTION by Mr. Dickinson seconded by Mr. Oliver with all in favor Resolution 2026-03, re-designating the local records location was approved.

**EIGHTH ORDER OF BUSINESS**

**Discussion of the Fiscal Year 2027 Budget**

Mr. Laughlin presented a draft budget for fiscal year 2027, noting there is no increase being proposed at this time. In order to keep the assessments from increasing, the capital reserve fund contribution was reduced to \$70,000, down from \$100,000. The budget is scheduled to be approved at the May meeting and adopted at the July meeting.

**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2026-04, Instructing the Supervisor of Elections to Conduct the District’s 2026 General Election**

Mr. Laughlin stated that Seat 2, currently held by Mr. Lawton, and Seat 4, currently held by Kristi Sweeney, are up for election in November of 2026. The qualifying period runs from June 8<sup>th</sup> through June 12<sup>th</sup>. This resolution authorizes the supervisor of elections to conduct the election on behalf of the district.

On MOTION by Dr. Sweeney seconded by Mr. Oliver with all in favor Resolution 2026-04, instructing the supervisor of elections to conduct the District's 2026 general election was approved.

**TENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

Ms. Kilinski reported that the legislative session has ended and there are a few bills that passed that affect special districts. The sovereign immunity limit increased moderately. A bill regarding e-bikes passed that would put a board in place that would provide recommendations to the legislature. Another bill that passed would allow board members to be recalled if certain parameters are met.

**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. 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 for review.

**2. Proposals for Amenity Center Landscape Enhancements**

Ms. Hernandez presented two proposals from Bland totaling \$1,078 and \$1,769 to remove the Live Oaks, replace some sod, and installation of plant material.

Next, Ms. Hernandez presented a proposal for adding plants to Wynnfield Lakes Drive in front of the apartments.

On MOTION by Mr. Dickinson seconded by Dr. Sweeney with all in favor the proposal from Bland totaling \$918 to install Viburnum along Wynnfield Lakes Drive was approved.

On MOTION by Mr. Dickinson seconded by Dr. Sweeney with all in favor an amount not to exceed \$2,847 for pine bark mulch was approved.

**3. Proposals for Circulation Pump Repairs**

Ms. Hernandez presented two proposals to repair the pool circulation pump totaling \$3,400 and \$2,854.86. She noted she also recently received a proposal from Big Z totaling \$2,987.

On MOTION by Mr. Dickinson seconded by Mr. Lawton with all in favor the proposal from C Buss Enterprises totaling \$2,854.86 was approved.

Next, Ms. Hernandez provided a proposal totaling \$6,970 to replace the splash pad mat. She also presented an option to have the District purchase the mat directly.

On MOTION by Mr. Dickinson seconded by Mr. Oliver with all in favor replacing the splash pad mat at an amount not to exceed \$1,500 with Baker to install the mat at an amount not to exceed \$500 was approved.

**ELEVENTH ORDER OF BUSINESS                      Audience Comments / Supervisor’s Requests**

Dr. Sweeney asked about a broken spring in the gate.

Mr. Wheeler responded that it has been repaired.

Mr. Lawton stated that he has heard there are law firms looking for websites that are not in compliance with ADA laws and asked if anything needs to be done.

Mr. Laughlin responded that the CDD’s website is already ADA compliant.

Trafton Taylor stated that at the last meeting he made a comment about the dates and times not being on the CDD’s website and he was incorrect. He was referring to the HOA meeting dates. Next, Mr. Taylor asked when the stormwater permit expires.

Mr. Laughlin responded that it does not expire. Mr. Soward added that the District will be responsible for the operations and maintenance of the stormwater system in perpetuity.

Next, Mr. Taylor stated that there are several trip hazards along the sidewalks throughout the community.

Mr. Oliver advised putting a ticket in with the county as they are responsible for the sidewalks.

Lastly, Mr. Taylor asked who maintains the dog park.

Ms. Hernandez responded the apartment complex maintains it.

Dr. Sweeney asked if there are communities that install signage regarding e-bike use.

Mr. Laughlin responded yes, and policies can be put in place, however the CDD can only regulate use within the amenity facilities. Staff will bring policies back to the next meeting for board consideration.

**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 February 28, 2026**

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 2026 assessments are 96.63% collected was included in the agenda package.

**C.    Approval of Check Register**

A copy of the check register totaling \$107,809.15 was included in the agenda package.

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

**FOURTEENTH ORDER OF BUSINESS            Next Scheduled Meeting – May 20, 2026 at 6:00 p.m. at the University of North Florida, University Center, 12000 Alumni Drive, Room 1090, Jacksonville, Florida 32224**

Mr. Laughlin noted a special meeting may be needed before the regular May meeting.

**FIFTEENTH ORDER OF BUSINESS            Adjournment**

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

  
Secretary/Assistant Secretary

  
Chairperson/Vice Chairperson