

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, March 11, 2015 at 6:00 p.m. at the University of North Florida, University Center, 12000 Alumni Drive, Room 1088, Jacksonville, Florida.

Present and constituting a quorum were:

Carrie Driscoll	Chairman
Robert Herndon	Vice Chairman
Terry Stanley	Supervisor
William Youmans	Supervisor
Kristi Sweeney	Supervisor

Also present were:

Dave deNagy	District Manager
Preston Doub	District Engineer
Jason Walters	District Council
Brian Stephens	Riverside Management Services
Richard Waters	Riverside Management Services

The following is a summary of the minutes and actions taken at the March 11, 2015 meeting. A copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Roll Call

Mr. deNagy called the meeting to order at 6:05 p.m.

SECOND ORDER OF BUSINESS

Organizational Matters

A. Review of Resumes/Letters of Interest

Mr. deNagy stated Seat 4 has been open, and we solicited resumes or letters of interest. Kristi Sweeney submitted a resume. There were no questions from the board.

An audience member, Brittany Morrison, stated she would like consideration for the position and stated she could get all her information together and to Mr. deNagy tonight. She stated she does reside in the District and is a property manager with Ultris.

Mr. Walters stated one of the statutory requirements is that you are a registered voter residing in the District and asked Ms. Morrison if she was registered to vote. She responded she is not.

Mr. Walters stated the Board could vote on Ms. Sweeney or could table the vote and let Ms. Morrison take steps to meet the statutory requirements.

On MOTION by Mr. Herndon seconded by Ms. Driscoll with all in favor for Kristi Sweeney to serve on the board was approved.

B. Oath of Office for Newly Elected Supervisor

Mr. deNagy administered the Oath of Office to Ms. Sweeney.

C. General Information for New Supervisor

Mr. deNagy stated to Ms. Sweeney that she is allowed to accept compensation in the amount of \$200 per meeting up to \$4,800 per year per Florida statute. Ms. Sweeney stated she will accept compensation. Mr. deNagy provided Ms. Sweeney the I9 and W4 forms along with information on Community Development Districts and a copy of the Florida statutes regarding Sunshine laws.

Mr. Walters stated even though you are subject to Sunshine laws, it does not apply between supervisors and staff. If you have questions between meetings about District operations, you are welcome to contact Mr. deNagy, Mr. Walters, or other staff.

D. Election of Officers, Resolution 2015-03

Mr. deNagy stated a Chairman and Vice Chairman need to be selected, and the other board members will serve as Assistant Secretaries.

On MOTION by Ms. Driscoll seconded by Mr. Stanley with all in favor for Mr. Robert Herndon to serve as Chairman was approved.

Mr. Youmans made a motion for Ms. Carrie Driscoll to serve as Vice Chairman, but that motion was subsequently withdrawn.

On MOTION by Ms. Driscoll seconded by Mr. Herndon with all in favor for Mr. William Youmans to serve as Vice-Chairman was approved.

On MOTION by Mr. Herndon seconded by Mr. Youmans with all in favor for Carrie Driscoll, Terry Stanley, and Kristi Sweeney to serve as Assistant Secretaries; Dave deNagy to serve as Secretary; Jim Perry to serve as Assistant Secretary and Treasurer; Jim Oliver to serve as Assistant Secretary; and Patti Powers to serve as Assistant Treasurer was approved.

THIRD ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the January 14, 2015 Meeting

On MOTION by Mr. Herndon seconded by Mr. Stanley with all in favor the Minutes of the January 14, 2015 meeting were approved as published.

FIFTH ORDER OF BUSINESS

Consideration of Spillway Proposals (handout)

Mr. deNagy stated at the last meeting, Mr. Stephens was asked to go back to Valley Crest to try and get a lower bid not to exceed \$2,000.

Mr. Stephens discussed the proposal presented by Valley Crest.

After discussion and questions from board members, the Valley Crest spillway proposal was tabled to the May 13, 2015 meeting.

SIXTH ORDER OF BUSINESS

Consideration of Audit Committee Recommendation

Mr. deNagy stated this is the board's approval of the Audit Committee recommendation regarding the evaluation criteria and authorizing the staff to go ahead and issue an RFP.

On MOTION by Mr. Youmans seconded by Ms. Driscoll with all in favor the Audit Committee evaluation criteria was approved.

SEVENTH ORDER OF BUSINESS

Discussion of Amenity Center Community Use Policy

Mr. deNagy stated the issue is being brought back before the board because Ms. Driscoll was not present at the last meeting. He presented a sample from another District. Rates shown in the sample would be tweaked to those rates in the current amenity policy at Wynnfield Lakes, which are the refundable deposit of \$100, and the rental fee of \$75 for three hours, \$100 for four hours. For Community Use, which would be the HOA and not-for-profit groups, the rental fees would be waived. There would still be a refundable deposit that would be paid, but after they use the facility, the money goes back. This will allow the HOA to use the Amenity Center. The language can be updated making it specific to Wynnfield Lakes and brought back to the May meeting, but if rates want to be changed, a public hearing would need to be held at the May meeting. Mr. deNagy recommended the rates be left the same and note that for Community Use, rental fees would be waived, and the refundable deposit amount of \$100 would remain the same. Mr. deNagy went over the criteria for an event to be deemed Community Use activities.

The board decided to move forward to append the Amenity Policies to include a Community Use provision. There would be no change to rates for deposits and no rental fee.

EIGHTH ORDER OF BUSINESS

Consideration of Pool Furniture Strapping Color

Mr. Stephens presented samples of pool furniture strapping colors. The colors chosen were #248 and #206.

On MOTION by Mr. Stanley seconded by Mr. Herndon with all in favor for the pool furniture to be re-strapped with sample color numbers 248 and 206 was approved.

NINTH ORDER OF BUSINESS

Consideration of Multi-Family Signage Agreement

Mr. deNagy stated Ultris had asked about the signage on Kernan Road. A copy of the agreement with KB Homes was sent to Brittany Morrison, Property Manager for Ultris for reference. Ms. Morrison brought a sample of what the signage is going to look like. District counsel will draft signage agreement for Ultris multi-family signs. There will be no fee as concurred by all board members.

TENTH ORDER OF BUSINESS

Other Business

Mr. Herndon stated the small pond at the end of Emerald Green has only one "no fishing" sign, and another one needs to be added facing the other side.

Ms. Driscoll asked how much the electric bill has gone up since the installation of the fountains. Mr. deNagy stated he will run and history and follow up with Ms. Driscoll on that.

An audience member asked about the speed limits in the community and felt the 30 mph limit should be reduced. Mr. deNagy advised her to reach out to the County about changing speed limits because the County owns the streets. Mr. Stanley stated the speed limit can be reduced, but the resident would need to go through the city or the county or have it changed.

Mr. Doub will follow up about traffic control along Kernan in front of Wynnfield.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Walters stated I have no action items to report. Legislative updates will be provided to board members on a regular basis.

B. Engineer's Report

Mr. Doub stated he was asked to look at some pond bank erosion on Diamond Springs. The slope of the pond is fine. There is a little bit erosion, which is usually a result of wave action. He does not think there are any underlying problems or erosion problems on the slope itself.

C. Manager

Mr. deNagy stated assessments are due by the end of the month, we are currently 90% collected.

D. Operation Manager’s Report & Work Authorization

Mr. Stephens stated in the agenda package is a proposal for refurbishment of pool spray feature. Price includes all materials and labor and replacing nets. The price is close to what was paid last time and substantially less than multiple companies.

On MOTION by Mr. Herndon seconded by Ms. Sweeney with all in favor the Riverside proposal to refurbish pool spray feature was approved.

Mr. Stephens stated there is a proposal to replace all the hand weights in the fitness center. The board decided to have coated dumbbells instead of bare ones.

Mr. Stephens presented his report located in the agenda package.

E. Amenity Manager's Report

Mr. Waters presented his report located in the agenda package as part of the Operation Manager's report.

TWELTH ORDER OF BUSINESS Supervisor’s Requests

Mr. Herndon asked if a flyer could be sent to the single-family homeowners to remind them there is no fishing at all. I don't know if everyone is on the community email list, so is it possible to mail out a piece? Mr. Waters stated his email list is very accurate, so when a letter is approved, he will be happy to send out an email blast.

THIRTEENTH ORDER OF BUSINESS Audience Comments

There were no audience comments

FOURTEENTH ORDER OF BUSINESS Financial Reports

A. Approval of Check Register

Mr. deNagy stated the total of the check run is \$105,802.61.

On MOTION by Ms. Driscoll seconded by Mr. Youmans with all in favor the Check Register was approved.

B. Balance Sheet & Income Statement

This item is included in the agenda package.

C. Construction Schedule

This item is included in the agenda package.

D. Special Assessment Receipt Schedule

This item is included in the agenda package.

FIFTEENTH ORDER OF BUSINESS Next Meeting Scheduled

Mr. deNagy stated our next regular meeting will be on Wednesday, May 13, 2015 at the University of North Florida. This will be the budget approval meeting, and a draft budget will be sent out before the meeting for everyone's review.

SIXTEENTH ORDER OF BUSINESS Adjournment

On MOTION by Mr. Youmans seconded by Mr. Herndon with all in favor the meeting was adjourned.


Secretary/Assistant Secretary


Chairperson/Vice Chairperson