

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 15, 2015 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:

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| Robert Herndon | Chairman |
| William Youmans | Vice-Chairman |
| Carrie Driscoll | Supervisor |
| Kristi Sweeney | Supervisor |

Also present were:

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|---------------------|---------------------------------------|
| Dave deNagy | District Manager |
| Preston Doub | District Engineer |
| Jason Walters | District Council (by phone) |
| Brian Stephens | Riverside Management Services |
| Richard Waters | Riverside Management Services |
| Rich Whetsel | GMS and Riverside Management Services |
| Darrin Mossing, Jr. | Guest |

The following is a summary of the minutes and actions taken at the May 13, 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 6:00 p.m.

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience comments.

THIRD ORDER OF BUSINESS

Affidavit of Publication

The affidavits are located in the agenda package.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the May 13, 2015 Meeting

On MOTION by Mr. Herndon seconded by Mr. Youmans with all in favor the Minutes of the May 13, 2015 meeting were approved.

FIFTH ORDER OF BUSINESS

Acceptance of the Minutes of the May 13, 2015 Audit Committee Meeting

On MOTION by Mr. Youmans seconded by Mr. Youmans with all in favor the Minutes of the May 13, 2015 Audit Committee meeting were accepted.

SIXTH ORDER OF BUSINESS

Consideration of Spillway Proposals

Mr. deNagy stated this item will be tabled at this time. Other engineering work needs to be done before proposals can be considered.

SEVENTH ORDER OF BUSINESS

Consideration of Engagement Letter with McDirmit Davis & Company, LLC for Fiscal Year 2015 Audit Services

Mr. deNagy stated a copy of the letter is in the agenda package. On Page 3, they outline that they expect to begin the audit in November or December and issue their report no later than May, 2016. On Page 4, they state their fee is \$3,500, which is in line with what is budgeted for FY16.

On MOTION by Mr. Youmans seconded by Ms. Sweeney with all in favor to accept the FY15 McDirmit Davis audit engagement letter was approved.

EIGHTH ORDER OF BUSINESS

Public Hearing Adopting the Budget for Fiscal Year 2016

On MOTION by Ms. Driscoll seconded by Mr. Youmans with all in favor the Public Hearing is Open.

- A. Consideration of Resolution 2015-05, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2016.**

Mr. deNagy stated there have been no changes since the budget was approved. There are no increases in assessments for FY16. A copy of the budget is located in the agenda package.

On MOTION by Mr. Herndon seconded by Mr. Youmans with all in favor to adopt Resolution 2015-05 relating to the annual appropriations and adopting the budget for FY16 was approved.

B. Consideration of Resolution 2015-06, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2016.

On MOTION by Mr. Youmans seconded by Mr. Herndon with all in favor to adopt Resolution 2015-06 imposing special assessments and certifying an assessment roll for FY16 was approved.

On MOTION by Mr. Youmans seconded by Ms. Sweeney with all in favor the Public Hearing is Closed.

NINTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Walters stated-I have no action items to report.

B. Engineer – Acceptance of Consulting Engineer's Report

Mr. Doub presented his annual report located in the agenda package. He referenced one area in the stormwater ponds that warranted documentation of information, and recommendations for repairs and follow-up observations were documented. It is a clean report.

On MOTION by Ms. Sweeney seconded by Mr. Youmans with all in favor to accept FY15 Engineer's Report and file with the Trustee was approved.

Mr. Doub stated he spoke with Mr. Walters, and the proposals for the geotechnical work structural engineer work were not deal-breaker items. Mr. Doub will work toward getting contracts signed to address the issues.

C. Manager

1. Discussion of Meeting Dates for Fiscal Year 2016

Mr. deNagy stated the meeting dates for FY16 are included in the agenda package.

On MOTION by Mr. Youmans seconded by Mr. Herndon with all in favor the FY16 meeting schedule was approved.

2. Report on the Number of Registered Voters

Mr. deNagy stated as of April 16, 2015, there are 929 registered voters within the District.

D. Operation Manager's Report

Mr. Stephens' presented the manager's report located in the agenda packet. He stated there is a hole in the marcite on the adult pool that should be repaired in the next few weeks. The pool will have to be closed for a short period of time after the repair is completed. The old dumbbells in the fitness center and the original PC for the security system need to be disposed of. A resolution will be drawn up for the disposal of the items and brought to next meeting

E. Amenity Manager's Report

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

ELEVENTH ORDER OF BUSINESS

Supervisor's Requests / Audience Comments

Mr. Herndon mentioned the leasing signs, banners, and plastic balloons at the entrance area that looks unsightly.

Ms. Sweeney mentioned all the mosquitoes and bugs in the pool. She felt the filters should be checked more often and the pools should be cleaner with fewer bugs. Skimming of the pool should be conducted more often. Crystal Clean will now be coming in the morning hours.

TWELFTH ORDER OF BUSINESS Financial Reports

A. Approval of Check Register

Mr. deNagy stated the total of the check run is \$79,704.98

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

B. Balance Sheet & Income Statement

This item is included in the agenda package and is reflected through May 31, 2015.

C. Construction Schedule

This item is included in the agenda package.

D. Special Assessment Receipt Schedule

This item is included in the agenda package.

THIRTEENTH ORDER OF BUSINESS Next Meeting Scheduled

Mr. deNagy stated our next regular meeting will be on Wednesday, September 9, 2015 at 6:00 p.m. at the University of North Florida.

FOURTEENTH ORDER OF BUSINESS Adjournment

On MOTION by Ms. Driscoll seconded by Ms. Sweeney with all in favor the meeting was adjourned.


Secretary/Assistant Secretary


Chairperson/Vice Chairperson