

MINUTES OF MEETING

WYNNMERE EAST COMMUNITY DEVELOPMENT DISTRICT BOARD OF SUPERVISORS MEETING

Wednesday, December 7, 2016 at 9:22 P.M.

Offices of LGI Homes- Florida

100 South Ashley Drive, Suite 210

Tampa, Florida 33602

Board Members present at roll call:

Michelle Cassidy-Bannon	Board Member
Scott Shapiro	Board Member
Lauren Schwenk	Board Meeting

Also Present:

Roy Van Wyk	Hopping Green & Sams
Jane Gaarlandt	Fishkind & Associates, Inc.
Todd Amaden	Landmark Engineering (via phone)
Alex Azan	Public

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

The meeting was called to order. The Board Members and staff in attendance are outlined above.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no comments from the public at this time.

THIRD ORDER OF BUSINESS

Consideration of the Minutes of the July 7, 2016 Board of Supervisors Meeting

The Board reviewed the Minutes of the July 7, 2016 Board of Supervisors Meeting.

On MOTION by Ms. Cassidy-Bannon, seconded by Ms. Schwenk, with all in favor, the Board approved the Minutes of the July 7, 2016 Board of Supervisors Meeting.

FOURTH ORDER OF BUSINESS

**Consideration of Conveyance of
Common Areas Tracts**

Mr. Van Wyk asked the Board to consider acceptance of Tracts C, D, and E of Wynnmere East Phase 1. Mr. Amaden confirmed that everything in Phase 1 is complete and ready for acquisition. Mr. Van Wyk requested approval from the Board to accept the transfer of Parcels C, D, and E.

On MOTION by Ms. Cassidy-Bannon, seconded by Mr. Shapiro, with all in favor, the Board approved Conveyance of Parcels C, D, and E of Phase 1.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2017-01, Prompt Payment Policies and Procedures

Mr. Van Wyk explained that the Florida Statute now requires that every government entity have a policy with respect to prompt payment provisions of the Statute. This is a resolution that would adopt the procedures and policies set forth as attached so that a vendor and the District both knows the process and the timing for meeting the requirements of the Statute.

On MOTION by Mr. Shapiro, seconded by Ms. Cassidy-Bannon, with all in favor, the Board approved Resolution 2017-01, Prompt Payment Policies and Procedures.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2017-02, Use of Service Animals in Public Accommodations

Mr. Van Wyk noted that this needs to be in place to avoid any potential liability on behalf of the District. It makes clear what the policies and procedures are with respect to service animals, when service animals can be removed from public facilities and the types of service animals that are allowed. Mr. Van Wyk mentioned that the District needs to make sure they have a policy in place and that they are not discriminating against anybody who uses a service animal and they must make sure it is safe for other patrons as well.

On MOTION by Ms. Schwenk, seconded by Ms. Cassidy-Bannon, with all in favor, the Board approved Resolution 2017-02, Use of Service Animals in Public Accommodations.

SEVENTH ORDER OF BUSINESS

**Ratification of Payment
Authorization Nos. 52-65**

The Board reviewed Payment Authorization Nos. 52-65, previously signed and funded.

On MOTION by Mr. Shapiro, seconded by Ms. Cassidy-Bannon, with all in favor, the Board ratified Payment Authorization Nos. 52-65.

EIGHTH ORDER OF BUSINESS

Review of Monthly Financials

The Board reviewed the financials. There was no action required.

NINTH ORDER OF BUSINESS

Staff Reports

District Counsel – No Report

District Engineer – No Report

District Manager – The District must adopt a Fiscal Year 2017 Meeting Schedule. Mr. Shapiro suggested meeting once per quarter. A discussion took place. Ms. Gaarlandt noted that they usually advertise a monthly meeting and then cancel them for the months that the District does not need to meet. Ms. Cassidy-Bannon noted that she will not be available the first Thursday in February. Ms. Schwenk will be there. Ms. Gaarlandt noted that the District has 5 Board Members but are only required to have 3 at the meetings to establish a quorum. The meetings will start February 2, 2017.

On MOTION by Ms. Cassidy-Bannon, seconded by Mr. Shapiro, with all in favor, the Board approved Resolution 2017-03, adopting a Fiscal Year 2017 Meeting Schedule to take place on the 1st Thursday of the month at 9:00 a.m. at this location.

TENTH ORDER OF BUSINESS

**Supervisor Requests and Audience
Comments**

There were no Supervisor requests or audience comments.

ELEVENTH ORDER OF BUSINESS

Adjournment

There were no other questions or comments.

ON MOTION by Mr. Shapiro, seconded by Ms. Cassidy-Bannon, with all in favor, the December 7, 2016 Board of Supervisors' Meeting for the Wynnmere East Community Development District was adjourned.


Secretary / Assistant Secretary


Chairman / Vice Chairman