

MINUTES OF MEETING

WYNNMERE EAST COMMUNITY DEVELOPMENT DISTRICT BOARD OF SUPERVISORS MEETING

Thursday, April 6, 2017 at 9:09 a.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
Andrew Rhinehart	Board Meeting

Also Present:

Roy Van Wyk	Hopping Green & Sams
Joe MacLaren	Fishkind & Associates, Inc.
Jane Gaarlandt	Fishkind & Associates, Inc.
William Viasalyers	Fishkind & Associates, Inc.
Todd Amaden	Landmark Engineering
Ben Gainer	Public
Brady Lefere	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 Letters of Resignation

- a) Rennie Heath
- b) Lauren Schwenk
- c) Michelle Cassidy-Bannon
- d) Andrew Rhinehart

Mr. Van Wyk explained that the Letters of Resignation state that they are effective upon the acceptance by the Board. Mr. Van Wyk requested that the Board accept the first two.

On MOTION by Mr. Shapiro, seconded by Mr. Rhinehart, with all in favor, the Board accepted the letters of Resignation from Mr. Rennie Heath and Ms. Lauren Schwenk.

Mr. Van Wyk requested that the Board choose replacement Supervisors to fill the vacant seats left by Mr. Heath and Ms. Schwenk.

On MOTION by Mr. Rhinehart, seconded by Mr. Shapiro with all in favor, the Board nominated Mr. Brady Lefere and Mr. Ben Gainer.

Ms. Gaarlandt administered the oath of office to Mr. Lefere and Mr. Gainer. Mr. Shapiro suggested that he serve as Chair and that Mr. Lefere serve as Vice-Chair. Mr. Lefere noted that he is going to waive compensation. Ms. Gaarlandt noted that Mr. Heath's former seat, Seat 1, expires November 2019 and Ms. Schwenk's seat, Seat 4, expired in November 2017. Mr. Lefere will occupy Seat 1 and Mr. Gainer Seat 4. Mr. MacLaren noted that the next two letters of resignation are from Mr. Rhinehart and Ms. Cassidy-Bannon. Mr. Van Wyk requested a motion to accept the letters of resignation from Mr. Rhinehart and Ms. Cassidy-Bannon.

On MOTION by Mr. Shapiro, seconded by Mr. Lefere, with all in favor, the Board accepted the letters of Resignation from Mr. Rhinehart and Ms. Cassidy-Bannon.

Mr. MacLaren asked for nominations to fill the two vacancies left on the Board.

On MOTION by Mr. Shapiro, seconded by Mr. Lefere, with all in favor, the Board nominated Ms. Lauren Coffey and Ms. Becky Wilson.

Mr. MacLaren called for nominations for Chair and Vice-Chair.

On MOTION by Mr. Shapiro, seconded by Mr. Lefere, with all in favor, the Board nominated Mr. Shapiro as Chairperson.

Mr. MacLaren called for nominations for Vice-Chair.

On MOTION by Mr. Shapiro, seconded by Mr. Gainer, with all in favor, the Board nominated Mr. Brady Lefere to serve as Vice-Chair.

FOURTH ORDER OF BUSINESS

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

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

On MOTION by Mr. Shapiro, seconded by Mr. Lefere, with all in favor, the Board approved the Minutes of the December 7, 2016 Board of Supervisors Meeting.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2017-04, Approving a Proposed Budget for FY 2017-2018 and Setting a Public Hearing Date Thereon

Mr. Maclaren suggested July 6, 2017 as the date of the public hearing which is a regular scheduled meeting date for the Board. The O&M assessments are not expected to increase. The District Manager is requesting an increase in compensation from \$25,000.00 to \$30,000.00 due to the increasing number of residents in the District and the addition of District staff Mr. Viasalyers and Ms. Gaaarlandt's new assistant, Ms. Martinez, who will be taking resident calls. Mr. Lefere stated that the District Manager fee is still lower than other management companies.

On MOTION by Mr. Shapiro, seconded by Mr. Lefere, with all in favor, the Board approved Resolution 2017-04, Approving a Proposed Budget for FY 2017-2018 and setting July 6, 2017 at 9:00 a.m. at the Offices of LGI Homes – Florida, 100 South Ashley Drive, Suite 210, Tampa, Florida 33602 as the Public Hearing Date for final adoption.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2017-05, Accepting District Engineer's Certificate of Completion, Series 2016 (Phase 1 and 2 Projects)

Mr. Van Wyk explained that the District is required by the Trust Indenture to declare the projects complete once the Engineer provides the letters. Mr. Amaden noted that everything is complete and it was certified. It was one project which was broken down into Phase 1 and Phase 2. He issued a revised letter for both Phase 1 and 2 Projects. This resolution accepts the Engineer's letter of completion and it will be sent to the Trustee and finalize the District's assessments.

On MOTION by Mr. Shapiro, seconded by Mr. Lefere, with all in favor, the Board approved Resolution 2017-05, Accepting District Engineer's Letter of Completion, Series 2016 (Phase 1 and 2 Projects).

SEVENTH ORDER OF BUSINESS

**Consideration of Stewart Proposal
for Entrance Landscape
Enhancement**

Ms. Gaarlandt explained that the District manager has gotten a lot of requests from residents requesting improved landscape at the entrance.

On MOTION by Mr. Shapiro, seconded by Mr. Lefere, with all in favor, the Board approved the Stewart Proposal for Entrance Landscape Enhancements.

EIGHTH ORDER OF BUSINESS

**Consideration of Request for Dog
Park**

Ms. Gaarlandt explained that the District Manager has gotten several calls from residents requesting a dog park noting that they are paying O&M assessments and there are no amenities. A dog park is one of the least expensive amenities to put up and it is really popular. The area considered an open area behind a row of mailboxes. Mr. Shapiro asked if they put dog park in Phase 1 they will then also have to put one in Phase 2. A discussion took place about the budget and the potential nuisance of barking dogs for the surrounding homeowners. Mr. Amaden noted that within 1,300 feet of every lot there must be a gathering space or common area of a minimum of 5,000 sq. feet. Mr. MacLaren said that the District has a little over \$5,000.00 for landscape improvement that it has not been spent yet. The area in question is not irrigated and has therefore not been landscaped. Mr. Shapiro asked Mr. Viasalyers to have Mr. Mc Cullough call Mr. Amaden to see if installing a County meter is feasible. Mr. Gainer noted that a dog park is already included in the plans for Phase 2. Mr. Shapiro asked that the homeowner be notified that the builder is planning on putting a dog park in Phase 2. Mr. Viasalyers will contact Mr. McCullough to investigate with Mr. Amaden regarding the location of the water line. The cost to maintain a dog station is estimated at \$30-\$35 a week, however,

Mr. Shapiro requested District staff to find out how much Stewart would charge the District.

NINTH ORDER OF BUSINESS

**Ratification of Agreement with
OldCastle for Entry Wall
Installation**

The Board reviewed the Agreement with OldCastle for Entry Wall Installation. Mr. MacLaren noted that it was paid out of bond funds.

On MOTION by Mr. Shapiro, seconded by Mr. Lefere with all in favor, the Board ratified the agreement with OldCastle for Entry Wall Installation.

TENTH ORDER OF BUSINESS

**Ratification of Agreement with
B&A Custom Trim Work**

The Board reviewed the Agreement with B&A Custom Trim Work. Mr. Shapiro noted that they do the site work for OldCastle. Mr. MacLaren stated that it was paid out of bond funds.

On MOTION by Mr. Shapiro, seconded by Mr. Lefere with all in favor, the Board ratified the agreement with B&A Custom Trim Work.

ELEVENTH ORDER OF BUSINESS

**Ratification of Aquatic Systems
Pond Maintenance Agreement**

The Board reviewed the Agreement with Aquatic Systems for pond maintenance. Mr. MacLaren stated that it was a \$1,500.00 up front treatment and then \$100.00/month.

On MOTION by Mr. Shapiro, seconded by Mr. Lefere with all in favor, the Board ratified the Aquatic Systems Pond Maintenance Agreement.

TWELFTH ORDER OF BUSINESS

**Ratification of Payment
Authorization Nos. 66-77**

The Board reviewed Payment Authorization Nos. 66-77, previously signed and funded.

On MOTION by Mr. Shapiro, seconded by Mr. Lefere, with all in favor, the Board ratified Payment Authorization Nos. 66-77.

THIRTEENTH ORDER OF BUSINESS

Review of Monthly Financials

The Board reviewed the financials. The District has \$47,000.00 in O&M expenditures vs. a budget of \$84,000.00 at the end of March. The District is under budget. There was no Board action required.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

District Counsel – No Report

District Engineer – No Report

District Manager – The next meeting is scheduled for July 6, 2017 which is also the public hearing on the adoption of the Fiscal Year 2018 budget.

FIFTEENTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

There were no Supervisor requests or audience comments.

SIXTEENTH ORDER OF BUSINESS

Adjournment

There were no other questions or comments. Mr. MacLaren requested a motion to adjourn the meeting.

ON MOTION by Mr. Shapiro, seconded by Mr. Lefere, with all in favor, the April 6, 2017 Board of Supervisors' Meeting for the Wynnmere East Community Development District was adjourned.


Secretary / Assistant Secretary


Chairman / Vice Chairman