

# LYNWOOD COMMUNITY DEVELOPMENT DISTRICT

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District Office – Tampa, Florida (813) 933-5571  
Mailing Address – 3434 Colwell Avenue Suite 200, Tampa, Florida 33614  
[www.lynwoodcdd.org](http://www.lynwoodcdd.org)

Board of Supervisors  
Lynwood Community  
Development District

August 6, 2021

## AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Lynwood Community Development District will be held on **Friday, August 13, 2021 at 11:00 a.m.** at the offices of Rizzetta & Company, 9428 Camden Field Parkway, Riverview, FL 33578, unless otherwise notified. The following is the agenda for this meeting:

1. **CALL TO ORDER/ROLL CALL**
2. **AUDIENCE COMMENTS ON AGENDA ITEMS**
3. **BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of Board of Supervisors' Meeting held on June 11, 2021 ..... Tab 1
  - B. Consideration of Operations & Maintenance Expenditures for May thru July 2021 ..... Tab 2
4. **BUSINESS ITEMS**
  - A. Acceptance of David Jae Resignation ..... Tab 3
  - B. Consideration of Appointment of Chris Smith to Board Seat 3 (Term 2021-2022)
  - C. Public Hearing on Final Budget for FY 2021-2022
    - i. Consideration of Resolution 2021-04; Adopting Final Budget for FY 2021-2022 ..... Tab 4
  - D. Public Hearing on Levying O&M Assessments for FY 2021-2022
    - i. Consideration of Resolution 2021-05; Levying O&M Assessments for FY 2021-2022 Budget ..... Tab 5
  - E. Consideration of Resolution 2021-06; Approving FY 2021-2022 Meeting Schedule ..... Tab 6
  - F. Consideration of Funding Agreement ..... Tab 7
  - G. Consideration of First Addendum for District Services ... Tab 8
5. **STAFF REPORTS**
  - A. Landscape Report (under separate cover)
  - B. District Counsel
  - C. District Engineer
  - D. District Manager
6. **AUDIENCE COMMENTS**
7. **SUPERVISOR REQUESTS**
8. **ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 933-5571.

Sincerely,

*Debby Wallace*

Debby Wallace  
District Manager

## **Tab 1**

**MINUTES OF MEETING**

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**LYNWOOD COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Lynwood Community Development District was held on **Friday, June 11, 2021 at 11:00 AM** at the offices of Lennar, located at 4600 W. Cypress Street, Suite 300, Tampa, FL 33607.

Present and constituting a quorum were:

Kelly Evans	<b>Chairman</b>
Laura Coffey	<b>Vice Chair</b>
Lori Campagna	<b>Assistant Secretary</b>

Also present were:

Debby Wallace	<b>District Manager; Rizzetta &amp; Co.</b>
John Vericker	<b>District Counsel; Straley Robin Vericker</b> <i>(via conference call)</i>

Audience	<b>None</b>
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**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

The meeting was called to order and roll call performed, confirming that a quorum was present.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

No Audience was present.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of Board of Supervisors' Meeting held on May 14, 2021**

Ms. Wallace presented the Minutes from the Board of Supervisors' meeting held May 14, 2021.

On a Motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Board of Supervisors approved, as presented, the Minutes of the Board of Supervisors' meeting held on May 14, 2021, for the Lynwood Community Development District.
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**FOURTH ORDER OF BUSINESS**

**Ratification of Operations &  
Maintenance Expenditures for April  
2021**

Ms. Wallace presented the April 2021 Operation and Maintenance Expenditures to the Board.

On a Motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Board of Supervisors ratified the April 2021 (\$14,745.71) Operation and Maintenance Expenditures, for the Lynwood Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of TECO Solar Light**

Ms. Evans updated the Board that Phase 3 is the last platted area.

On a Motion by Ms. Evans, seconded by Ms. Compagna, with all in favor, the Board of Supervisors the TECO agreement for 14 solar lights for Phase 3B in the amount of \$788.02 per month, for the Lynwood Community Development District.

**SIXTH ORDER OF BUSINESS**

**Consideration of Irrigation Repair  
Proposal**

On a motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Board of Supervisors approved the Fieldstone irrigation repair proposal in the amount of \$1528.48, for the Lynwood Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Landscape  
Maintenance Proposals**

The Board reviewed the landscape maintenance proposals. The Board will continue with Fieldstone.

On a motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of Supervisors authorized Fieldstone proposal for landscape improvements to center island in the amount of \$900.00, for the Lynwood Community Development District.

On a motion by Ms. Campagna, seconded by Ms. Evans, with all in favor, the Board of Supervisors authorized Fieldstone proposal to remove dead tree to ground and haul away debris with a not to exceed amount of \$500.00, for the Lynwood Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

No report.

**B. District Engineer**

Not present.

**C. District Manager**

Ms. Wallace informed the Board that the next scheduled meeting will be held on Friday, July 9 at 11:00 a.m. at the offices of Lennar, located at 4600 W. Cypress Street, Suite 300, Tampa FL 33607.

**NINTH ORDER OF BUSINESS**

**Supervisor Requests**

Ms. Coffey requested an email with the balance in the construction fund.

Ms. Evans stated the Phase 3B plat has been signed.

Ms. Evans asked the next agenda include the resignation of David Jae and appointment of new Board Supervisor.

**TENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Ms. Coffey, seconded by Ms. Campagna, with all in favor, the Board adjourned the meeting at 11:18 a.m. for the Lynwood Community Development District.

\_\_\_\_\_  
Assistant Secretary

\_\_\_\_\_  
Chair / Vice Chair

## **Tab 2**

# LYNWOOD COMMUNITY DEVELOPMENT DISTRICT

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District Office - Citrus Park, Florida - (813)-933-5571  
Mailing Address - 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614  
[lynwoodcdd.org](http://lynwoodcdd.org)

## **Operation and Maintenance Expenditures May 2021 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from May 1, 2021 through May 31, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$10,217.40**

Approval of Expenditures:

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_____	Chairperson
_____	Vice Chairperson
_____	Assistant Secretary



## Lynwood Community Development District

### Paid Operation & Maintenance Expenditures

May 1, 2021 Through May 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
BOCC	001166	9086894852	2303 Dandelion St Rclm	\$ 4.64
		04/21	04/21	
Fieldstone Landscaping Services	001168	10391	Landscaping Maintenance	\$ 2,468.00
			05/21	
Rizzetta & Company, Inc.	001163	INV0000058172	District Management Fees	\$ 3,850.00
			05/21	
Rizzetta Technology Services	001164	INV0000007494	Monthly Website Services	\$ 100.00
			05/21	
Sitex Aquatics	001169	4801B	Monthly Lake Maintenance	\$ 1,335.00
			05/21	
Straley Robin Vericker	001165	19710	Legal Services 04/21	\$ 680.45
TECO	001167	211018276116	2282 NE 19th Ave	\$ 26.39
		04/21	Columns 04/21	
TECO	001167	211018542954	Subdivision on 19th Ave	\$ 1,053.27
		04/21	Lights 04/21	
TECO	001167	211018619067	2398 NE 19th Ave Sign	\$ 22.55
		04/21	04/21	
TECO	001167	221008015820	Lynwood Ph2 On 19th Ave	\$ 677.10
		04/21	Lights 04/21	
<b>Report Total</b>				<b><u>\$ 10,217.40</u></b>

# LYNWOOD COMMUNITY DEVELOPMENT DISTRICT

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District Office - Citrus Park, Florida - (813)-933-5571

Mailing Address - 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614  
lynwoodcdd.org

## **Operation and Maintenance Expenditures June 2021 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from June 1, 2021 through June 30, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$10,684.22**

Approval of Expenditures:

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\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

## Lynwood Community Development District

### Paid Operation & Maintenance Expenditures

June 1, 2021 Through June 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
BOCC	001171	9086894852	2303 Dandelion St Rclm	\$ 4.64
		05/21	05/21	
Fieldstone Landscaping Services	001170	10606	Irrigation Repairs 05/21	\$ 111.53
Fieldstone Landscaping Services	001176	10850	Landscaping Maintenance	\$ 2,468.00
			06/21	
Rizzetta & Company, Inc.	001172	INV0000058942	District Management Fees	\$ 3,850.00
			06/21	
Rizzetta Technology Services	001173	INV0000007587	Monthly Website Services	\$ 100.00
			06/21	
Sitex Aquatics	001177	4959B	Monthly Lake Maintenance	\$ 495.00
			06/21	
Sitex Aquatics	001177	5022B	Midge Fly Treatment 06/21	\$ 840.00
Straley Robin Vericker	001174	19842	Legal Services 05/21	\$ 1,036.50
TECO	001175	211018276116	2282 NE 19th Ave	\$ 25.82
		05/21	Columns 05/21	
TECO	001175	211018542954	Subdivision on 19th Ave	\$ 1,053.27
		05/21	Lights 05/21	
TECO	001175	211018619067	2398 NE 19th Ave Sign	\$ 22.36
		05/21	05/21	
TECO	001175	221008015820	Lynwood Ph2 On 19th Ave	\$ 677.10
		05/21	Lights 05/21	
<b>Report Total</b>				<b><u>\$ 10,684.22</u></b>

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District Office - Citrus Park, Florida - (813)-933-5571

Mailing Address - 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614  
lynwoodcdd.org

## **Operation and Maintenance Expenditures July 2021 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from July 1, 2021 through July 31, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$11,762.40**

Approval of Expenditures:

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\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

## Lynwood Community Development District

### Paid Operation & Maintenance Expenditures

July 1, 2021 Through July 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Absolute Engineering, Inc.	001183	020723	Engineering Services 06/21	\$ 430.08
BOCC	001178	9086894852	2303 Dandelion St Rclm 06/21	\$ 4.64
Fieldstone Landscaping Services	001179	11134	Rock Installation 06/21	\$ 900.00
Fieldstone Landscaping Services	001179	11135	Dead Tree Removal 06/21	\$ 375.00
Fieldstone Landscaping Services	001186	11337	Landscaping Maintenance 07/21	\$ 2,468.00
Rizzetta & Company, Inc.	001180	INV0000059393	District Management Fees 07/21	\$ 3,850.00
Rizzetta & Company, Inc.	001184	INV0000059665	Mass Mailing 07/21	\$ 262.99
Rizzetta Technology Services	001181	INV0000007727	Monthly Website Services 07/21	\$ 100.00
Sitex Aquatics	001187	5074B	Monthly Lake Maintenance 07/21	\$ 495.00
Straley Robin Vericker	001182	19978	Legal Services 06/21	\$ 1,097.00
TECO	001185	211018276116	2282 NE 19th Ave 06/21	\$ 26.48
TECO	001185	211018542954	Subdivision on 19th Ave 06/21	\$ 1,053.27
TECO	001185	211018619067	Lights 06/21 2398 NE 19th Ave Sign 06/21	\$ 22.84
TECO	001185	221008015820	Lynwood Ph2 On 19th Ave 06/21	\$ 677.10
<b>Report Total</b>				<b><u>\$ 11,762.40</u></b>

## **Tab 4**

## RESOLUTION 2021-04

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LYNWOOD COMMUNITY DEVELOPMENT DISTRICT ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021, AND ENDING SEPTEMBER 30, 2022; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager submitted, prior to June 15<sup>th</sup>, to the Board of Supervisors (“**Board**”) of the Lynwood Community Development District (“**District**”) a proposed budget for the next ensuing budget year (“**Proposed Budget**”), along with an explanatory and complete financial plan for each fund, pursuant to the provisions of Sections 189.016(3) and 190.008(2)(a), Florida Statutes;

**WHEREAS**, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District at least 60 days prior to the adoption of the Proposed Budget pursuant to the provisions of Section 190.008(2)(b), Florida Statutes;

**WHEREAS**, the Board held a duly noticed public hearing pursuant to Section 190.008(2)(a), Florida Statutes;

**WHEREAS**, the District Manager posted the Proposed Budget on the District’s website at least 2 days before the public hearing pursuant to Section 189.016(4), Florida Statutes;

**WHEREAS**, the Board is required to adopt a resolution approving a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year pursuant to Section 190.008(2)(a), Florida Statutes; and

**WHEREAS**, the Proposed Budget projects the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD:**

#### **Section 1. Budget**

- a.** That the Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s records office, and hereby approves certain amendments thereto, as shown below.
- b.** That the Proposed Budget as amended by the Board attached hereto as **Exhibit A**, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), Florida Statutes, and incorporated herein by reference; provided, however, that the comparative figures contained in the adopted budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures for fiscal year 2020-2021 and/or revised projections for fiscal year 2021-2022.
- c.** That the adopted budget, as amended, shall be maintained in the office of the District Manager and at the District’s records office and identified as “The Budget for the

Lynwood Community Development District for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022”.

- d. The final adopted budget shall be posted by the District Manager on the District’s website within 30 days after adoption pursuant to Section 189.016(4), Florida Statutes.

**Section 2. Appropriations.** There is hereby appropriated out of the revenues of the District (the sources of the revenues will be provided for in a separate resolution), for the fiscal year beginning October 1, 2021, and ending September 30, 2022, the sum of \$\_\_\_\_\_, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

Total General Fund	\$_____
<i>Total Reserve Fund [if Applicable]</i>	\$_____
Total Debt Service Funds	\$_____
<b>Total All Funds*</b>	<b>\$_____</b>

\*Not inclusive of any collection costs or early payment discounts.

**Section 3. Budget Amendments.** Pursuant to Section 189.016(6), Florida Statutes, the District at any time within the fiscal year or within 60 days following the end of the fiscal year may amend its budget for that fiscal year as follows:

- a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed \$10,000 or 10% of the original appropriation.
- c. Any other budget amendments shall be adopted by resolution and be consistent with Florida law. This includes increasing any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and making the corresponding change to appropriations or the unappropriated balance.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this section and Section 189.016, Florida Statutes, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget(s) under subparagraph c. above are posted on the District’s website within 5 days after adoption pursuant to Section 189.016(7), Florida Statutes.



**Section 4. Effective Date.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

**Passed and Adopted on August 13, 2021.**

Attested By:

**Lynwood Community  
Development District**

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Chair/Vice Chair of the Board of Supervisors

**Exhibit A: FY 2021-2022 Adopted Budget**



Rizzetta & Company

# Lynwood Community Development District

[Lynwoodcdd.org](http://Lynwoodcdd.org)

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**Proposed Budget for Fiscal Year 2021/2022**

**Presented by: Rizzetta & Company, Inc.**

12750 Citrus Park Lane  
Suite 115  
Tampa, Florida 33625  
(813) 933-5571

[rizzetta.com](http://rizzetta.com)

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## GENERAL FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The General Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all General Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

### REVENUES:

**Interest Earnings:** The District may earn interest on its monies in the various operating accounts.

**Tax Roll:** The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

**Off Roll:** For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

**Developer Contributions:** The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

**Event Rental:** The District may receive monies for event rentals for such things as weddings, birthday parties, etc.

**Miscellaneous Revenues:** The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

**Facilities Rentals:** The District may receive monies for the rental of certain facilities by outside sources, for such items as office space, snack bar/restaurants etc.

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## **EXPENDITURES – ADMINISTRATIVE:**

**Supervisor Fees:** The District may compensate its supervisors within the appropriate statutory limits of \$200.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.

**Administrative Services:** The District will incur expenditures for the day to today operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the District's adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles and phone calls.

**District Management:** The District as required by statute, will contract with a firm to provide for management and administration of the District's day to day needs. These services include the conducting of board meetings, workshops, overall administration of District functions, all required state and local filings, preparation of annual budget, purchasing, risk management, preparing various resolutions and all other secretarial duties requested by the District throughout the year is also reflected in this amount.

**District Engineer:** The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.

**Disclosure Report:** The District is required to file quarterly and annual disclosure reports, as required in the District's Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

**Trustee's Fees:** The District will incur annual trustee's fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

**Assessment Roll:** The District will contract with a firm to maintain the assessment roll and annually levy a Non-Ad Valorem assessment for operating and debt service expenses.

**Financial & Revenue Collections:** Services include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments. This line item also includes the fees incurred for a Collection Agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also provides for the release of liens on property after the full collection of bond debt levied on particular properties.



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**Accounting Services:** Services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

**Auditing Services:** The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.

**Arbitrage Rebate Calculation:** The District is required to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is required to verify that the District has not received earnings higher than the yield of the bonds.

**Travel:** Each Board Supervisor and the District Staff are entitled to reimbursement for travel expenses per Florida Statutes 190.006(8).

**Public Officials Liability Insurance:** The District will incur expenditures for public officials' liability insurance for the Board and Staff.

**Legal Advertising:** The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines

**Bank Fees:** The District will incur bank service charges during the year.

**Dues, Licenses & Fees:** The District is required to pay an annual fee to the Department of Economic Opportunity, along with other items which may require licenses or permits, etc.

**Miscellaneous Fees:** The District could incur miscellaneous throughout the year, which may not fit into any standard categories.

**Website Hosting, Maintenance and Email:** The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if requested.

**District Counsel:** The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services requested by the district throughout the year.



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## **EXPENDITURES - FIELD OPERATIONS:**

**Deputy Services:** The District may wish to contract with the local police agency to provide security for the District.

**Security Services and Patrols:** The District may wish to contract with a private company to provide security for the District.

**Electric Utility Services:** The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

**Streetlights:** The District may have expenditures relating to streetlights throughout the community. These may be restricted to main arterial roads or in some cases to all streetlights within the District's boundaries.

**Utility - Recreation Facility:** The District may budget separately for its recreation and or amenity electric separately.

**Gas Utility Services:** The District may incur gas utility expenditures related to district operations at its facilities such as pool heat etc.

**Garbage - Recreation Facility:** The District will incur expenditures related to the removal of garbage and solid waste.

**Solid Waste Assessment Fee:** The District may have an assessment levied by another local government for solid waste, etc.

**Water-Sewer Utility Services:** The District will incur water/sewer utility expenditures related to district operations.

**Utility - Reclaimed:** The District may incur expenses related to the use of reclaimed water for irrigation.

**Aquatic Maintenance:** Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

**Fountain Service Repairs & Maintenance:** The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas

**Lake/Pond Bank Maintenance:** The District may incur expenditures to maintain lake banks, etc. for the ponds and lakes within the District's boundaries, along with planting of beneficial aquatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.



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**Wetland Monitoring & Maintenance:** The District may be required to provide for certain types of monitoring and maintenance activities for various wetlands and waterways by other governmental entities.

**Mitigation Area Monitoring & Maintenance:** The District may be required to provide for certain types of monitoring and maintenance activities for various mitigation areas by other governmental entities.

**Aquatic Plant Replacement:** The expenses related to replacing beneficial aquatic plants, which may or may not have been required by other governmental entities.

**General Liability Insurance:** The District will incur fees to insure items owned by the District for its general liability needs

**Property Insurance:** The District will incur fees to insure items owned by the District for its property needs

**Entry and Walls Maintenance:** The District will incur expenditures to maintain the entry monuments and the fencing.

**Landscape Maintenance:** The District will incur expenditures to maintain the rights-of-way, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch, and irrigation repairs.

**Irrigation Maintenance:** The District will incur expenditures related to the maintenance of the irrigation systems.

**Irrigation Repairs:** The District will incur expenditures related to repairs of the irrigation systems.

**Landscape Replacement:** Expenditures related to replacement of turf, trees, shrubs etc.

**Field Services:** The District may contract for field management services to provide landscape maintenance oversight.

**Miscellaneous Fees:** The District may incur miscellaneous expenses that do not readily fit into defined categories in field operations.

**Gate Phone:** The District will incur telephone expenses if the District has gates that are to be opened and closed.

**Street/Parking Lot Sweeping:** The District may incur expenses related to street sweeping for roadways it owns or are owned by another governmental entity, for which it elects to maintain.

**Gate Facility Maintenance:** Expenses related to the ongoing repairs and maintenance of gates owned by the District if any.



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**Sidewalk Repair & Maintenance:** Expenses related to sidewalks located in the right of way of streets the District may own if any.

**Roadway Repair & Maintenance:** Expenses related to the repair and maintenance of roadways owned by the District if any.

**Employees - Salaries:** The District may incur expenses for employees/staff members needed for the recreational facilities such as Clubhouse Staff.

**Employees - P/R Taxes:** This is the employer's portion of employment taxes such as FICA etc.

**Employee - Workers' Comp:** Fees related to obtaining workers compensation insurance.

**Management Contract:** The District may contract with a firm to provide for the oversight of its recreation facilities.

**Maintenance & Repair:** The District may incur expenses to maintain its recreation facilities.

**Facility Supplies:** The District may have facilities that required various supplies to operate.

**Gate Maintenance & Repairs:** Any ongoing gate repairs and maintenance would be included in this line item.

**Telephone, Fax, Internet:** The District may incur telephone, fax and internet expenses related to the recreational facilities.

**Office Supplies:** The District may have an office in its facilities which require various office related supplies.

**Clubhouse - Facility Janitorial Service:** Expenses related to the cleaning of the facility and related supplies.

**Pool Service Contract:** Expenses related to the maintenance of swimming pools and other water features.

**Pool Repairs:** Expenses related to the repair of swimming pools and other water features.

**Security System Monitoring & Maintenance:** The District may wish to install a security system for the clubhouse

**Clubhouse Miscellaneous Expense:** Expenses which may not fit into a defined category in this section of the budget

**Athletic/Park Court/Field Repairs:** Expense related to any facilities such as tennis, basketball etc.



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**Trail/Bike Path Maintenance:** Expenses related to various types of trail or pathway systems the District may own, from hard surface to natural surfaces.

**Special Events:** Expenses related to functions such as holiday events for the public enjoyment

**Miscellaneous Fees:** Monies collected and allocated for fees that the District could incur throughout the year, which may not fit into any standard categories.

**Miscellaneous Contingency:** Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.

**Capital Outlay:** Monies collected and allocated for various projects as they relate to public improvements.



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## DEBT SERVICE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Debt Service Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Debt Service Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

### REVENUES:

**Special Assessments:** The District may levy special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

---

### EXPENDITURES – ADMINISTRATIVE:

**Bank Fees:** The District may incur bank service charges during the year.

**Debt Service Obligation:** This would be a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.



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**Proposed Budget**  
**Lynwood Community Development District**  
**General Fund**  
**Fiscal Year 2021/2022**

	Chart of Accounts Classification	Actual YTD through 05/31/21	Projected Annual Totals 2020/2021	Annual Budget for 2020/2021	Projected Budget variance for 2020/2021	Budget for 2021/2022	Budget Increase (Decrease) vs 2020/2021
1							
2	<b>REVENUES</b>						
3							
4	Special Assessments						
5	Tax Roll*	\$ 160,243	\$ 162,857	\$ 162,857	\$ -	\$ 201,000	\$ 38,143
6	Off Roll*	\$ 62,143	\$ 62,143	\$ 62,143	\$ -	\$ 33,000	\$ (29,143)
7	Deficit Funding	\$ -		\$ 31,075	\$ (31,075)	\$ 39,488	\$ 8,413
8							
9	<b>TOTAL REVENUES</b>	<b>\$ 222,386</b>	<b>\$ 225,000</b>	<b>\$ 256,075</b>	<b>\$ (31,075)</b>	<b>\$ 273,488</b>	<b>\$ 17,413</b>
10							
11							
12	<b>TOTAL REVENUES AND BALANCE FORWARD</b>	<b>\$ 222,386</b>	<b>\$ 225,000</b>	<b>\$ 256,075</b>	<b>\$ (31,075)</b>	<b>\$ 273,488</b>	<b>\$ 17,413</b>
13							
14							
15	<b>EXPENDITURES - ADMINISTRATIVE</b>						
16							
17	Financial & Administrative						
18	Administrative Services	\$ 3,000	\$ 4,500	\$ 4,500	\$ -	\$ 4,590	\$ 90
19	District Management	\$ 13,400	\$ 20,100	\$ 20,100	\$ -	\$ 20,502	\$ 402
20	District Engineer	\$ 588	\$ 3,000	\$ 12,000	\$ 9,000	\$ 12,000	\$ -
21	Disclosure Report	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -
22	Trustees Fees	\$ 3,367	\$ 7,000	\$ 7,000	\$ -	\$ 7,000	\$ -
23	Assessment Roll	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,100	\$ 100
24	Financial & Revenue Collections	\$ 2,400	\$ 3,600	\$ 3,600	\$ -	\$ 3,672	\$ 72
25	Accounting Services	\$ 12,000	\$ 18,000	\$ 18,000	\$ -	\$ 18,360	\$ 360
26	Auditing Services	\$ 5,026	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -
27	Arbitrage Rebate Calculation	\$ 450	\$ 500	\$ 500	\$ -	\$ 500	\$ -
28	Public Officials Liability Insurance	\$ 2,363	\$ 2,475	\$ 2,475	\$ -	\$ 2,599	\$ 124
29	Legal Advertising	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -
30	Dues, Licenses & Fees	\$ 175	\$ 175	\$ 175	\$ -	\$ 175	\$ -
31	Miscellaneous Fees	\$ 100	\$ 1,500	\$ 2,500	\$ 1,000	\$ 2,500	\$ -
32	Website Hosting, Maintenance, Backup (and	\$ 3,088	\$ 4,632	\$ 2,700	\$ (1,932)	\$ 2,700	\$ -
33	Legal Counsel						
34	District Counsel	\$ 4,290	\$ 7,500	\$ 15,000	\$ 7,500	\$ 15,000	\$ -
35							
36	<b>Administrative Subtotal</b>	<b>\$ 60,247</b>	<b>\$ 92,982</b>	<b>\$ 108,550</b>	<b>\$ 15,568</b>	<b>\$ 109,698</b>	<b>\$ 1,148</b>
37							
38	<b>EXPENDITURES - FIELD OPERATIONS</b>						
39							
40	Electric Utility Services						
41	Utility Services	\$ 371	\$ 2,500	\$ 10,000	\$ 7,500	\$ 10,000	\$ -
42	Street Lights	\$ 13,929	\$ 23,000	\$ 23,000	\$ -	\$ 35,300	\$ 12,300
43	Utility-Reclaimed Water Irrigation	\$ 296	\$ 1,000	\$ 3,000	\$ 2,000	\$ 3,000	\$ -
44	Stormwater Control						
45	Aquatic Maintenance	\$ 4,800	\$ 8,100	\$ 10,000	\$ 1,900	\$ 10,000	\$ -
46	Lake/Pond Bank Maintenance	\$ -	\$ 4,000	\$ 4,000	\$ -	\$ 4,000	\$ -
47	Mitigation Area Monitoring & Maintenance	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -
48	Other Physical Environment						
49	General Liability Insurance	\$ 2,888	\$ 3,025	\$ 3,025	\$ -	\$ 3,177	\$ 152
50	Property Insurance	\$ 582	\$ 582	\$ 9,000	\$ 8,418	\$ 1,313	\$ (7,687)
51	Entry & Walls Maintenance	\$ -	\$ 4,000	\$ 4,000	\$ -	\$ 4,000	\$ -
52	Bridge Maintenance	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ -	\$ (2,500)
53	Landscape Maintenance	\$ 19,744	\$ 40,000	\$ 60,000	\$ 20,000	\$ 60,000	\$ -
54	Irrigation Maintenance & Repairs	\$ 318	\$ 1,500	\$ 4,000	\$ 2,500	\$ 8,000	\$ 4,000
55	Landscape - Mulch	\$ -	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ 5,000
56	Landscape Replacement Plants, Shrubs, Trees	\$ -	\$ 2,500	\$ 5,000	\$ 2,500	\$ 5,000	\$ -
57	Miscellaneous Contingency	\$ -	\$ 2,500	\$ 5,000	\$ 2,500	\$ 10,000	\$ 5,000
58							
59	<b>Field Operations Subtotal</b>	<b>\$ 42,928</b>	<b>\$ 102,707</b>	<b>\$ 147,525</b>	<b>\$ 49,818</b>	<b>\$ 163,790</b>	<b>\$ 16,265</b>
60							
61							
62	<b>TOTAL EXPENDITURES</b>	<b>\$ 103,175</b>	<b>\$ 195,689</b>	<b>\$ 256,075</b>	<b>\$ 65,386</b>	<b>\$ 273,488</b>	<b>\$ 17,413</b>
63							
64	<b>EXCESS OF REVENUES OVER</b>	<b>\$ 119,211</b>	<b>\$ 29,311</b>	<b>\$ -</b>	<b>\$ 34,311</b>	<b>\$ -</b>	<b>\$ -</b>

**Budget Template**  
**Lynwood Community Development District**  
**Debt Service**  
**Fiscal Year 2021/2022**

Chart of Accounts Classification	Series 2019	Budget for 2021/2022
<b>REVENUES</b>		
Special Assessments		
Net Special Assessments <sup>(1)</sup>	\$364,494.57	\$364,494.57
<b>TOTAL REVENUES</b>	<b>\$364,494.57</b>	<b>\$364,494.57</b>
<b>EXPENDITURES</b>		
<b>Administrative</b>		
Financial & Administrative		
Debt Service Obligation	\$364,494.57	\$364,494.57
<b>Administrative Subtotal</b>	<b>\$364,494.57</b>	<b>\$364,494.57</b>
<b>TOTAL EXPENDITURES</b>	<b>\$364,494.57</b>	<b>\$364,494.57</b>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$0.00</b>	<b>\$0.00</b>

Hillsborough County Collection Costs (2%) and Early payment Discounts (4%)

6%

**Gross assessments**

**\$387,430.45**

**Notes:**

Tax Roll Collection Costs and early Payment Discount is 6.0% of Tax Roll. Budgeted net of tax roll assessments. See Assessment Table.

<sup>(1)</sup> Maximum Annual Debt Service less Prepaid Assessments received

**Lynwood Community Development District**

**FISCAL YEAR 2021/2022 O&M & DEBT SERVICE ASSESSMENT SCHEDULE**

2021/2022 O&M Budget		\$234,000.00
Collection Cost @	2%	\$4,978.72
Early Payment Discount @	4%	\$9,957.45
2021/2022 Total:		<u>\$248,936.17</u>

2020/2021 O&M Budget	\$225,000.00
2021/2022 O&M Budget	\$234,000.00

Total Difference:	<u>\$9,000.00</u>
-------------------	-------------------

	PER UNIT ANNUAL ASSESSMENT		Proposed Increase / Decrease	
	2020/2021	2021/2022	\$	%
Debt Service - Single Family 40'	\$1,144.55	\$1,144.55	\$0.00	0.00%
Operations/Maintenance - Single Family 40'	\$759.88	\$797.87	\$37.99	5.00%
<b>Total</b>	<b>\$1,904.43</b>	<b>\$1,942.42</b>	<b>\$37.99</b>	<b>1.99%</b>
Debt Service - Single Family 50'	\$1,430.69	\$1,430.69	\$0.00	0.00%
Operations/Maintenance - Single Family 50'	\$759.88	\$797.87	\$37.99	5.00%
<b>Total</b>	<b>\$2,190.57</b>	<b>\$2,228.56</b>	<b>\$37.99</b>	<b>1.73%</b>

**LYNWOOD**

**FISCAL YEAR 2021/2022 O&M & DEBT SERVICE ASSESSMENT SCHEDULE**

TOTAL O&M BUDGET		\$234,000.00
COLLECTION COSTS @	2%	\$4,978.72
EARLY PAYMENT DISCOUNT @	4%	\$9,957.45
TOTAL O&M ASSESSMENT		<u>\$248,936.17</u>

<u>LOT SIZE</u>	<u>UNITS ASSESSED</u>		<u>ALLOCATION OF O&amp;M ASSESSMENT</u>				<u>PER LOT ANNUAL ASSESSMENT</u>		
	<u>O&amp;M</u>	<u>2019 DEBT SERVICE <sup>(1)</sup></u>	<u>EAU FACTOR</u>	<u>TOTAL EAU's</u>	<u>% TOTAL EAU's</u>	<u>TOTAL O&amp;M BUDGET</u>	<u>O&amp;M</u>	<u>2019 DEBT SERVICE <sup>(2)</sup></u>	<u>TOTAL <sup>(3)</sup></u>
<b><u>Platted Parcels</u></b>									
Single Family 40'	201	201	1.00	201.00	64.42%	\$160,372.34	\$797.87	\$1,144.55	\$1,942.42
Single Family 50'	67	66	1.00	67.00	21.47%	\$53,457.45	\$797.87	\$1,430.69	\$2,228.56
<b>Total Platted</b>	<u>268</u>	<u>267</u>		<u>268.00</u>	<u>85.90%</u>	<u>\$213,829.79</u>			
Single Family 50'	44	44	1.00	44.00	14.10%	\$35,106.38	\$797.87	\$1,430.69	\$2,228.56
<b>Total Unplatted</b>	<u>44</u>	<u>44</u>		<u>44.00</u>	<u>14.10%</u>	<u>\$35,106.38</u>			
<b>Total Community</b>	<u>312</u>	<u>311</u>		<u>312.00</u>	<u>100.00%</u>	<u>\$248,936.17</u>			

LESS: Hillsborough County Collection Costs (2%) and Early Payment Discounts (4%): (\$14,936.17)

**Net Revenue to be Collected** \$234,000.00

(1) Reflects one (1) Series 2019 prepayment.

(2) assessment includes principal, interest, Hillsborough County collection costs (if applicable) and early payment discount costs.

Annual assessment for platted lots will appear on November 2021 Hillsborough County property tax bill.  
 (3) Amount shown includes all applicable collection costs. Property owner is eligible for a discount of up to 4%.

## **Tab 5**



## RESOLUTION 2021-05

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LYNWOOD COMMUNITY DEVELOPMENT DISTRICT IMPOSING ANNUALLY RECURRING OPERATIONS AND MAINTENANCE NON-AD VALOREM SPECIAL ASSESSMENTS; PROVIDING FOR COLLECTION AND ENFORCEMENT OF ALL DISTRICT SPECIAL ASSESSMENTS; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENT OF THE ASSESSMENT ROLL; PROVIDING FOR CHALLENGES AND PROCEDURAL IRREGULARITIES; APPROVING THE FORM OF A BUDGET FUNDING AGREEMENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Lynwood Community Development District (“**District**”) is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes for the purpose of providing, preserving, operating, and maintaining infrastructure improvements, facilities, and services to the lands within the District;

**WHEREAS**, the District is located in Hillsborough County, Florida (“**County**”);

**WHEREAS**, the Board of Supervisors of the District (“**Board**”) hereby determines to undertake various activities described in the District’s adopted budget for fiscal year 2021-2022 attached hereto as **Exhibit A (“FY 2021-2022 Budget”)** and incorporated as a material part of this Resolution by this reference;

**WHEREAS**, the District must obtain sufficient funds to provide for the activities described in the FY 2021-2022 Budget;

**WHEREAS**, the provision of the activities described in the FY 2021-2022 Budget is a benefit to lands within the District;

**WHEREAS**, the District may impose non-ad valorem special assessments on benefited lands within the District pursuant to Chapter 190, Florida Statutes;

**WHEREAS**, such special assessments may be placed on the County tax roll and collected by the local Tax Collector (“**Uniform Method**”) pursuant to Chapters 190 and 197, Florida Statutes;

**WHEREAS**, the District has, by resolution and public notice, previously evidenced its intention to utilize the Uniform Method;

**WHEREAS**, the District has approved an agreement with the County Property Appraiser (“**Property Appraiser**”) and County Tax Collector (“**Tax Collector**”) to provide for the collection of special assessments under the Uniform Method;

**WHEREAS**, it is in the best interests of the District to proceed with the imposition, levy, and collection of the annually recurring operations and maintenance non-ad valorem special assessments on all assessable lands in the amount contained for each parcel's portion of the FY 2021-2022 Budget ("**O&M Assessments**");

**WHEREAS**, the Board desires to collect the annual installment for the previously levied debt service non-ad valorem special assessments ("**Debt Assessments**") in the amounts shown in the FY 2021-2022 Budget;

**WHEREAS**, the District adopted an assessment roll as maintained in the office of the District Manager, available for review, and incorporated as a material part of this Resolution by this reference ("**Assessment Roll**");

**WHEREAS**, it is in the best interests of the District to certify a portion of the Assessment Roll on the parcels designated in the Assessment Roll to the Tax Collector pursuant to the Uniform Method and to directly collect a portion of the Assessment Roll on the parcels designated in the Assessment Roll through the direct collection method pursuant to Chapter 190, Florida Statutes;

**WHEREAS**, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll, including the property certified to the Tax Collector by this Resolution, as the Property Appraiser updates the property roll, for such time as authorized by Florida law; and

**WHEREAS**, CalAtlantic Group, Inc., a Delaware corporation ("**Developer**"), as the developer of certain lands within the District, has agreed to fund (in addition to its portion of the O/M Assessments) up to \$\_\_\_\_\_ of the FY 2021-2022 Budget as shown in the revenues line item of the FY 2021-2022 Budget pursuant to a budget funding agreement.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD:**

**Section 1. Benefit from Activities and O&M Assessments.** The provision of the activities described in the FY 2021-2022 Budget confer a special and peculiar benefit to the lands within the District, which benefits exceed or equal the O&M Assessments allocated to such lands. The allocation of the expenses of the activities to the specially benefited lands is shown in the FY 2021-2022 Budget and in the Assessment Roll.

**Section 2. O&M Assessments Imposition.** Pursuant to Chapter 190, Florida Statutes and procedures authorized by Florida law for the levy and collection of special assessments, the O&M Assessments are hereby imposed and levied on benefited lands within the District in accordance with the FY 2021-2022 Budget and Assessment Roll. The lien of the O&M Assessments imposed and levied by this Resolution shall be effective upon passage of this Resolution.

**Section 3. Collection and Enforcement of District Assessments.**

- a. **Uniform Method for certain Debt Assessments and certain O&M Assessments.** The collection of the Debt Assessments and O&M Assessments on certain lands designated for collection using the Uniform Method as described in

the Assessment Roll, shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method. All assessments collected by the Tax Collector shall be due, payable, and enforced pursuant to Chapter 197, Florida Statutes.

**b. Direct Bill for Certain Debt Assessments.**

- i. The Debt Assessments on undeveloped and unplatted lands will be collected directly by the District in accordance with Florida law, as set forth in the Assessment Roll.
- ii. Debt Assessments directly collected by the District are due in full on December 1, 2021; provided, however, that, to the extent permitted by law, the Debt Assessments due may be paid in several partial, deferred payments and according to the following schedule:
  1. 50% due no later than December 1, 2021
  2. 25% due no later than February 1, 2022
  3. 25% due no later than May 1, 2022
- iii. In the event that a Debt Assessment payment is not made in accordance with the schedule stated above, the whole Debt Assessment – including any remaining partial or deferred payments for Fiscal Year 2021-2022 as well as any future installments of the Debt Assessment – shall immediately become due and payable. Such Debt Assessment shall accrue interest (at the applicable rate of any bonds or other debt instruments secured by the Debt Assessment), statutory penalties in the amount of 1% per month, and all costs of collection and enforcement. Such Debt Assessment shall either be enforced pursuant to a foreclosure action, or, at the District's sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement.
- iv. In the event a Debt Assessment subject to direct collection by the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings pursuant to Chapter 170, Florida Statutes or other applicable law to collect and enforce the whole assessment, as set forth herein.

**c. Direct Bill for Certain O&M Assessments.**

- i. The O&M Assessments on certain lands (as designated for direct collection in the Assessment Roll) will be collected directly by the District in accordance with Florida law, as set forth in the Assessment Roll.
- ii. O&M Assessments directly collected by the District are due in full on December 1, 2021; provided, however, that, to the extent permitted by law, the O&M Assessments due may be paid in several partial, deferred payments and according to the following schedule:
  1. 50% due no later than December 1, 2021
  2. 25% due no later than February 1, 2022
  3. 25% due no later than April 1, 2022
- iii. In the event that an O&M Assessment payment is not made in accordance with the schedule stated above, the whole O&M Assessment may immediately become due and payable. Such O&M Assessment shall accrue statutory penalties in the amount of 1% per month and all costs of

collection and enforcement. Such O&M Assessment shall either be enforced pursuant to a foreclosure action, or, at the District's sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties and costs of collection and enforcement.

- d. **Future Collection Methods.** The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

**Section 4. Certification of Assessment Roll.** The Assessment Roll is hereby certified and authorized to be transmitted to the Tax Collector.

**Section 5. Assessment Roll Amendment.** The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law. After any amendment of the Assessment Roll, the District Manager shall file the updates to the tax roll in the District records.

**Section 6. Assessment Challenges.** The adoption of this Resolution shall be the final determination of all issues related to the O&M Assessments as it relates to property owners whose benefited property is subject to the O&M Assessments (including, but not limited to, the determination of special benefit and fair apportionment to the assessed property, the method of apportionment, the maximum rate of the O&M Assessments, and the levy, collection, and lien of the O&M Assessments), unless proper steps shall be initiated in a court of competent jurisdiction to secure relief within 30 days from adoption date of this Resolution.

**Section 7. Procedural Irregularities.** Any informality or irregularity in the proceedings in connection with the levy of the O&M Assessments shall not affect the validity of the same after the adoption of this Resolution, and any O&M Assessments as finally approved shall be competent and sufficient evidence that such O&M Assessment was duly levied, that the O&M Assessment was duly made and adopted, and that all other proceedings adequate to such O&M Assessment were duly had, taken, and performed as required.

**Section 8. Approving the Form of a Budget Funding Agreement with Developer.** The Budget Funding Agreement between the District and Developer attached hereto as **Exhibit B** is hereby approved in substantial form. The Chair or the Vice-Chair of the Board are hereby authorized and directed to execute and deliver said agreement on behalf of and in the name of the District. The Secretary or any Assistant Secretary of the Board are hereby authorized to attest such execution. Any additions, deletions or modifications may be made and approved by the Chair or the Vice-Chair and their execution of the agreement shall be conclusive evidence of such approval.

**Section 9. Severability.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**Section 10. Effective Date.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

**Passed and Adopted on August 13, 2021.**

Attested By:

**Lynwood Community  
Development District**

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Chair/Vice Chair of the Board of Supervisors

**Exhibit A: FY 2021-2022 Budget**

**Exhibit B: Form of Budget Funding Agreement with Developer**

## Tab 6

**RESOLUTION 2021-06**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNWOOD  
COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIME  
AND LOCATION FOR FISCL YEAR 2021-2022 REGULAR MEETINGS  
OF THE BOARD OF SUPERVISORS OF THE DISTRICT, AND  
PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, Lynwood Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Hillsborough County, Florida; and

WHEREAS, the District's Board of Supervisors (hereinafter the "Board") is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

WHEREAS, the Board is statutorily required to file annually, with the local governing authority and the Florida Department of Economic Opportunity, a schedule of its regular meetings.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS  
OF LYNWOOD COMMUNITY DEVELOPMENT DISTRICT:**

Section 1. Regular meetings of the Board of Supervisors of the District shall be held as provided on the schedule attached as **Exhibit A**.

Section 2. In accordance with Section 189.015(1), Florida Statutes, the District's Secretary is hereby directed to file annually, with Hillsborough County, a schedule of the District's regular meetings.

Section 3. This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2021.**

**ATTEST:**

**LYNWOOD COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Asst. Secretary

\_\_\_\_\_  
Chair / Vice Chair

**EXHIBIT "A"**

**LYNWOOD COMMUNITY DEVELOPMENT DISTRICT  
BOARD OF SUPERVISORS MEETING DATES  
FOR FISCAL YEAR 2021-2022**

October 8, 2021  
November 12, 2021  
December 10, 2021  
January 14, 2022  
February 11, 2022  
March 11, 2022  
April 8, 2022  
May 13, 2022  
June 10, 2022  
July 8, 2022  
August 12, 2022  
September 9, 2022

All meetings will convene at 11:00 AM, at the offices of Lennar Homes, located at 4600 W. Cypress St., Tampa, FL 33607.



## **Tab 7**

**FY 2021-2022 Budget Funding Agreement**  
(Lynwood Community Development District)

This FY 2021-2022 Budget Funding Agreement (this “**Agreement**”) is made and entered into as of July 13, 2021, between the **Lynwood Community Development District**, a local unit of special-purpose government, established pursuant to Chapter 190, Florida Statutes (the “**District**”), whose mailing address is 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614 and **CalAtlantic Group, Inc.**, a Delaware corporation (the “**Developer**”), whose mailing address is 700 NW 107<sup>th</sup> Avenue, Suite 400, Miami, Florida 33172.

**Recitals**

**WHEREAS**, the District was established for the purpose of providing, preserving, operating, and maintaining infrastructure improvements, facilities, and services to the lands within the District;

**WHEREAS**, the District is adopting its budget for fiscal year 2021-2022 as attached hereto as **Exhibit A** (the “**FY 2021-2022 Budget**”), which commences on October 1, 2021, and concludes on September 30, 2022;

**WHEREAS**, the District has the option of levying non-ad valorem assessments on all lands that will benefit from the activities set forth in the FY 2021-2022 Budget, or utilizing such other revenue sources as may be available to it;

**WHEREAS**, the District is willing to allow the Developer to provide such funds as are necessary to allow the District to proceed with its activities as described the FY 2021-2022 Budget so long as payment is timely provided;

**WHEREAS**, the Developer presently certain property within the District as reflected on the assessment roll on file with the District Manager (the “**Property**”);

**WHEREAS**, the Developer agrees that the activities of the District described in the FY 2021-2022 Budget provide a special and peculiar benefit to the Property that is equal to or in excess of the expenses reflected in the FY 2021-2022 Budget; and

**WHEREAS**, the Developer has agreed to enter into this Agreement in addition to the non-ad valorem special assessments allocated to the Property to fund the activities of the District as set forth in the FY 2021-2022 Budget.

**Operative Provisions**

Now, therefore, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which are hereby acknowledged, the parties agree as follows:

- 1. Funding Obligations.** From time to time during the 2021-2022 fiscal year, the Developer agrees to make available to the District the aggregate sum of up to \$ [REDACTED] in accordance with the FY 2021-2022 Budget as such expenses are incurred by the District. Such payments shall be made within 30 days of written request for funding by the District. All funds provided hereunder shall be placed in the District's general operating account.

- 2. FY 2021-2022 Budget Revisions.** The District and Developer agree that the FY 2021-2022 Budget shall be revised at the end of the 2021-2022 fiscal year to reflect the actual expenditures of the District for the period beginning on October 1, 2021 and ending on September 30, 2022. The Developer shall not be responsible for any additional costs other than those costs provided for in the FY 2021-2022 Budget. However, if the actual expenditures of the District are less than the amount shown in the FY 2021-2022 Budget, the Developer's funding obligations under this Agreement shall be reduced by that amount.
- 3. Right to Lien Property.**
- a. The District shall have the right to file a continuing lien ("**Lien**") upon the Property for all payments due and owing under this Agreement and for interest thereon, and for reasonable attorneys' fees, paralegals' fees, expenses and court costs incurred by the District incident to the collection of funds under this Agreement or for enforcement of this Lien. In the event the Developer sells any portion of the Property after the execution of this Agreement, the Developer's rights and obligations under this Agreement shall remain the same, provided however that the District shall only have the right to file a Lien upon the remaining Property owned by the Developer.
  - b. The Lien shall be effective as of the date and time of the recording of a "Notice of Lien for the FY 2021-2022 Budget" in the public records of Hillsborough County, Florida, stating among other things, the description of the real property and the amount due as of the recording of the Notice, and the existence of this Agreement.
  - c. The District Manager, in its sole discretion, is hereby authorized by the District to file the Notice on behalf of the District, without the need of further Board action authorizing or directing such filing. At the District Manager's direction, the District may also bring an action at law against the record title holders to the Property to pay the amount due under this Agreement, may foreclose the Lien against the Property in any manner authorized by law, or may levy special assessments for the Lien amount and certify them for collection by the tax collector.
- 4. Default.** A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which shall include, but not be limited to, the right to seek specific performance of the Developer's payment obligations under this Agreement, but shall not include special, consequential, or punitive damages.
- 5. Enforcement and Attorney Fees.** In the event either party is required to enforce this Agreement, then the prevailing party shall be entitled to all fees and costs, including reasonable attorney's fees and costs, from the non-prevailing party.
- 6. Governing Law and Venue.** This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida with venue in Hillsborough County, Florida.
- 7. Interpretation.** This Agreement has been negotiated fully between the parties as an arm's length transaction. The parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen and selected the language, and the doubtful language will not be interpreted or construed against any party.
- 8. Termination of Agreement.** The Agreement shall be effective upon execution by both parties hereto and shall remain in force until the end of the 2021-2022 fiscal year on September 30, 2022.

The enforcement provisions of this Agreement shall survive its termination, until all payments due under this Agreement are paid in full.

- 9. Third Parties.** This Agreement is solely for the benefit of the parties hereto and no right or cause of action shall accrue upon or by reason hereof, to or for the benefit of any third party not a formal party hereto. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the parties hereto any right, remedy or claim under or by reason of this Agreement or any provisions or conditions hereof; and all of the provisions, representations, covenants and conditions herein contained shall inure to the sole benefit of and shall be binding upon the parties hereto and their respective representatives, successors and assigns.
- 10. Amendments.** Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both of the parties hereto.
- 11. Assignment.** This Agreement may be assigned, in whole or in part, by either party only upon the written consent of the other, which consent shall not be unreasonably withheld.
- 12. Authority.** The execution of this Agreement has been duly authorized by the appropriate body or official of all parties hereto, each party has complied with all the requirements of law, and each party has full power and authority to comply with the terms and provisions of this instrument.
- 13. Entire Agreement.** This instrument shall constitute the final and complete expression of this Agreement between the parties relating to the subject matter of this Agreement.

**IN WITNESS WHEREOF**, the parties have executed this Agreement as of the date first written above.

**Lynwood Community  
Development District**

\_\_\_\_\_  
Name: \_\_\_\_\_  
Chair/Vice-Chair of the Board of Supervisors

**CalAtlantic Group, Inc.,**  
a Delaware corporation

\_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**Exhibit A: FY 2021-2022 Budget**

## **Tab 8**

## FIRST ADDENDUM TO THE CONTRACT FOR PROFESSIONAL DISTRICT SERVICES

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This First Addendum to the Contract for Professional District Services (this “**Addendum**”), is made and entered into as of the 1<sup>st</sup> day of October, 2021 (the “**Effective Date**”), by and between **Lynwood Community Development District**, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, located in Hillsborough County, Florida (the “**District**”), and **Rizzetta & Company, Inc.**, a Florida corporation (the “**Consultant**”).

### RECITALS

**WHEREAS**, the District and the Consultant entered into the Contract for Professional District Services dated April 5, 2019 (the “**Contract**”), incorporated by reference herein; and

**WHEREAS**, the District and the Consultant desire to amend **Exhibit B** - Schedule of Fees of the Fees and Expenses, section of the Contract as further described in this Addendum; and

**WHEREAS**, the District and the Consultant each has the authority to execute this Addendum and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Addendum so that this Addendum constitutes a legal and binding obligation of each party hereto.

**NOW, THEREFORE**, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and the Consultant agree to the changes to amend **Exhibit B** - Schedule of Fees attached.

The amended **Exhibit B** - Schedule of Fees are hereby ratified and confirmed. All other terms and conditions of the Contract remain in full force and effect.

**IN WITNESS WHEREOF** the undersigned have executed this Addendum as of the Effective Date.

*(Remainder of this page is left blank intentionally)*



Rizzetta & Company

2021-07-27 – WJR/RPS

Therefore, the Consultant and the District each intend to enter this Addendum, understand the terms set forth herein, and hereby agree to those terms.

**ACCEPTED BY:**

**RIZZETTA & COMPANY, INC.**

BY: \_\_\_\_\_

PRINTED NAME: William J. Rizzetta

TITLE: President

DATE: \_\_\_\_\_

**LYNWOOD COMMUNITY DEVELOPMENT DISTRICT**

BY: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_

TITLE: Chairman/Vice Chairman

DATE: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Vice Chairman/Assistant Secretary  
Board of Supervisors

\_\_\_\_\_  
Print Name

**Exhibit B – Schedule of Fees**



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## EXHIBIT B

### Schedule of Fees

#### STANDARD ON-GOING SERVICES

Standard On-Going Services will be billed in advance monthly according to the following schedule:

<b>STANDARD ON-GOING SERVICES:</b>		
Standard On-Going Services will be billed in advance monthly pursuant to the following schedule:		
	<b>Monthly</b>	<b>Annually</b>
Management	\$1,708.50	\$20,502
Administrative	\$382.50	\$4,590
Accounting	\$1,530.00	\$18,360
Financial & Revenue Collections	\$306.00	\$3,672
Assessment Roll <sup>(1)</sup>		\$5,100
<b>Total Standard On-Going Services</b>	<b>\$3,927.00</b>	<b>\$52,224</b>

<sup>(1)</sup> Assessment Roll is paid in one lump-sum payment at the time the roll is completed

#### ADDITIONAL SERVICES:

Extended and Continued Meetings	Hourly	\$ 175
Special/Additional Meetings	Per Occurrence	Upon Request
Modifications and Certifications to		
Special Assessment Allocation Report	Per Occurrence	Upon Request
True-Up Analysis/Report	Per Occurrence	Upon Request
Re-Financing Analysis	Per Occurrence	Upon Request
Bond Validation Testimony	Per Occurrence	Upon Request
Special Assessment Allocation Report	Per Occurrence	Upon Request
Bond Issue Certifications/Closing Documents	Per Occurrence	Upon Request
Electronic communications/E-blasts	Per Occurrence	Upon Request
Special Information Requests	Hourly	Upon Request
Amendment to District Boundary	Hourly	Upon Request
Grant Applications	Hourly	Upon Request
Escrow Agent	Hourly	Upon Request
Continuing Disclosure/Representative/Agent	Annually	Upon Request
Community Mailings	Per Occurrence	Upon Request
Response to Extensive Public		
Records Requests	Hourly	Upon Request



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**PUBLIC RECORDS REQUESTS FEES:**

Public Records Requests will be billed hourly to the District pursuant to the current hourly rates shown below:

<b>JOB TITLE:</b>	<b>HOURLY RATE:</b>
Senior Manager	\$ 52.00
District Manager	\$ 40.00
Accounting & Finance Staff	\$ 28.00
Administrative Support Staff	\$ 21.00

<b>LITIGATION SUPPORT SERVICES:</b>	Hourly	Upon Request
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**ADDITIONAL THIRD-PARTY SERVICES:**

Pre-Payment Collections/Estoppel/Lien Releases:

Lot/ Homeowner	Per Occurrence	Upon Request
Bulk Parcel(s)	Per Occurrence	Upon Request



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