

LYNWOOD COMMUNITY DEVELOPMENT DISTRICT

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

**Board of Supervisors
Lynwood Community
Development District**

January 6, 2022

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Lynwood Community Development District will be held on **Friday, January 14, 2022 at 11:00 a.m.** at the offices of Lennar Homes, 4600 W. Cypress St., Tampa FL. 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 November 12, 2021 Tab 1
 - B. Consideration of Operations & Maintenance
Expenditures for October & November 2021 Tab 2
- 4. BUSINESS ITEMS**
 - A. Consideration of Mulch Proposal Tab 3
 - B. Ratification of Planting Proposal..... Tab 4
- 5. STAFF REPORTS**
 - A. Landscape Update
 - B. District Counsel
 - C. District Engineer
 - D. District Manager Tab 5lyn
- 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, November 12, 2021 at 11:00 AM** at the offices of Lennar Homes, 4600 Cypress Street, Suite 200, Tampa, FL 33607.

Present and constituting a quorum were:

Kelly Evans	Chairman
Laura Coffey	Vice-Chairman
Charlie Peterson	Assistant Secretary
Lori Campagna	Assistant Secretary

Also present were:

Debby Wallace	District Manager; Rizzetta & Co.
John Vericker	District Counsel; Straley Robin Vericker <i>(via conference call)</i>
Eric Lewis	Representative, Fieldstone
Eric Garcia	Representative, Fieldstone
Audience	None

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 August 13, 2021

Ms. Wallace presented the Minutes from the Board of Supervisors' meeting held August 13, 2021.

On a Motion by Ms. Evans, seconded by Mr. Coffey, with all in favor, the Board of Supervisors approved, as presented, the Minutes of the Board of Supervisors' meeting held on August 13, 2021, for the Lynwood Community Development District.

FOURTH ORDER OF BUSINESS

**Ratification of Operations &
Maintenance Expenditures for August
and September 2021**

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

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of Supervisors ratified the August 2021 (\$14,666.98) and September 2021 (\$21,176.56) Operation and Maintenance Expenditures, for the Lynwood Community Development District.

FIFTH ORDER OF BUSINESS

**Ratification of Fiscal Year 2021-2022
EGIS Insurance Proposal**

On a Motion by Ms. Coffey, seconded by Ms. Evans, with all in favor, the Board of Supervisors ratified the EGIS Insurance proposal for Fiscal Year 2021-2022, for the Lynwood Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Supervisor Pay for
Board Members**

Ms. Wallace advised that each Supervisor is entitled to received Supervisor Compensation per Florida Statues. Ms. Evans, Ms. Coffey, Ms. Campagna and Mr. Peterson all accepted compensation.

SEVENTH ORDER OF BUSINESS

**Consideration of Updated Sitex Pond
Maintenance Proposal**

On a Motion by Ms. Campagna, seconded by Mr. Evans, with all in favor, the Board of Supervisors approved the updated Sitex pond maintenance proposal for \$585.00 per month for 6 ponds, District Counsel will draft agreement, for the Lynwood Community Development District.

EIGHTH ORDER OF BUSINESS

Establish Audit Committee

On a motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Board of Supervisors appointed the entire Board Supervisors as the Audit Committee, for the Lynwood Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Contractual
Assignment of RTS Contract**

On a motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of Supervisors approved the Contractual Assignment of RTS Contract, for the Lynwood Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of Fieldstone
Landscape Maintenance First
Addendum**

On a motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Board of Supervisors approved the Fieldstone addendum to add pond 5 and 6 at \$495.00 per month, District Counsel will draft an agreement, for the Lynwood Community Development District.

On a motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Board of Supervisors ratified the one-time maintenance of brush around ponds in the amount of \$5,000.00, for the Lynwood Community Development District.

ELEVENTH ORDER OF BUSINESS

**Ratification of One Month Sitex Pond
Maintenance for Ponds 5 and 6**

On a motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Board of Supervisors ratified the one-time maintenance proposal from Sitex for ponds 5 and 6, for the Lynwood Community Development District.

TWELFTH ORDER OF BUSINESS

**Ratification of One Month Fieldstone
Proposal to Cut Back Ornamental
Grasses around Ponds 5 and 6**

On a motion by Ms. Campagna, seconded by Ms. Evans, with all in favor, the Board of Supervisors ratified the one-time proposal from Fieldstone to cut back ornamental grasses around ponds 5 and 6, for the Lynwood Community Development District.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

A. Landscape Report
No report.

B. District Counsel
No report.

C. District Engineer

Not present.

D. District Manager

Ms. Wallace informed the Board that the next scheduled meeting will be held on Friday, December 10, 2021 at 11:00 a.m. at the offices of Lennar, located at 4600 W. Cypress Street, Suite 300, Tampa FL 33607.

Ms. Wallace reviewed her report with the Board.

FOURTEENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Peterson provide an update on the bridge and stated it will be completed in December and will be conveyed to Hillsborough County.

FIFTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Campagna, seconded by Ms. Evans, with all in favor, the Board adjourned the meeting at 11:15 a.m. for the Lynwood Community Development District.

Assistant Secretary

Chair / Vice Chair

Tab 2

LYNWOOD COMMUNITY DEVELOPMENT DISTRICT

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

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

Operation and Maintenance Expenditures October 2021 For Board Approval

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

The total items being presented: **\$15,988.73**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Lynwood Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2021 Through October 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.	001213	020848	Engineering Services 09/21	\$ 117.50
BOCC	001209	9086894852 09/21	2303 Dandelion St Rclm 09/21	\$ 176.82
Fieldstone Landscaping Services	001217	12754	Landscaping Maintenance 10/21	\$ 2,468.00
Fieldstone Landscaping Services	001215	12893	Irrigation Repairs 10/21	\$ 274.11
Innersync	001210	19822	Website ADA Compliance FY21/22	\$ 1,537.50
Rizzetta & Company, Inc.	001211	INV0000061855	District Management Fees 10/21	\$ 3,927.00
Rizzetta & Company, Inc.	001216	INV0000062024	Assessment Roll Preparation FY21/22	\$ 5,100.00
Rizzetta Technology Services	001212	INV0000007992	Monthly Website Services 10/21	\$ 100.00
Sitex Aquatics	001218	5407B	Monthly Lake Maintenance 10/21	\$ 495.00
TECO	001214	211018276116 09/21	2282 NE 19th Ave Columns 09/21	\$ 28.73
TECO	001214	211018542954 09/21	Subdivision on 19th Ave Lights 09/21	\$ 1,059.54
TECO	001214	211018619067 09/21	2398 NE 19th Ave Sign 09/21	\$ 23.39
TECO	001214	221008015820 09/21	Lynwood Ph2 On 19th Ave Lights 09/21	\$ <u>681.14</u>
Report Total				<u>\$ 15,988.73</u>