

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**

March 4, 2022

REVISED AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Lynwood Community Development District will be held on **Friday, March 11, 2022 at 11:00 a.m.** at the Offices of Lennar Homes, 4301 W Boy Scout Blvd., Suite 600, Tampa FL 33607. The following is the revised 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 January 14, 2022 Tab 1
 - B. Consideration of Operations & Maintenance Expenditures for December 2021 & January 2022 Tab 2
- 4. BUSINESS ITEMS**
 - A. Consideration of RFQ for District Engineer Tab 3**
- 5. STAFF REPORTS**
 - A. Landscape Update
 - B. District Counsel
 - C. District Engineer
 - D. District Manager Tab 4
- 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, January 14, 2022 at 11:00 a.m.** 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
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
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 November 12, 2021

Ms. Wallace presented the Minutes from the Board of Supervisors' meeting held November 12, 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 November 12, 2021, for the Lynwood Community Development District.

FOURTH ORDER OF BUSINESS

**Ratification of Operations &
Maintenance Expenditures for October
& November 2021**

Ms. Wallace presented the October & November 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 October 2021 (\$15,988.73) and November 2021 (\$11,443.94) Operation and Maintenance Expenditures, for the Lynwood Community Development District.

FIFTH ORDER OF BUSINESS

Ratification of Mulch Proposal

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of Supervisors ratified the mulch proposal in the amount of \$4,875.00, for the Lynwood Community Development District.

SIXTH ORDER OF BUSINESS

Ratification of Planting Proposal

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of Supervisors ratified the Blue Daze planting proposal in the amount of \$4,975.00, for the Lynwood Community Development District.

SEVENTH 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, February 11, 2022 at 11:00 a.m. at the offices of Lennar, located at 4301 W. Boy Scout Blvd., Suite 600, Tampa FL 33607.

Ms. Wallace reviewed her report with the Board.

EIGHTH ORDER OF BUSINESS

Supervisor Requests

Ms. Evans provided an update on daycare that will be constructed at entrance. This is not part of the Lynwood CDD.

Ms. Evans stated she would like to have the Proposed Budget in April and the Final Budget in June or July.

NINTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Coffey, seconded by Ms. Campagna, with all in favor, the Board adjourned the meeting at 11:19 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 December 2021 For Board Approval

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

The total items being presented: **\$15,880.39**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Lynwood Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2021 Through December 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
BOCC	001234	9086894852	2303 Dandelion St Rclm	\$ 139.02
		11/21	11/21	
Fieldstone Landscaping Services	001239	13635	Landscaping Maintenance	\$ 2,468.00
			12/21	
Fieldstone Landscaping Services	001239	13779	Pond Landscaping 12/21	\$ 492.87
Fieldstone Landscaping Services	001239	13908	Ornamental Grass Cutback	\$ 5,000.00
			12/21	
Fieldstone Landscaping Services	001239	13945	Irrigation Repairs 12/21	\$ 715.47
Rizzetta & Company, Inc.	001235	INV0000063127	District Management Fees	\$ 3,927.00
			12/21	
Rizzetta Technology Services	001236	INV0000008266	Monthly Website Services	\$ 100.00
			12/21	
Sitex Aquatics	001240	5623B	Monthly Lake Maintenance	\$ 495.00
			12/21	
Straley Robin Vericker	001237	20682	Legal Services 11/21	\$ 747.50
TECO	001238	211018276116	2282 NE 19th Ave	\$ 31.22
		11/21	Columns 11/21	
TECO	001238	211018542954	Subdivision on 19th Ave	\$ 1,059.54
		11/21	Lights 11/21	
TECO	001238	211018619067	2398 NE 19th Ave Sign	\$ 23.63
		11/21	11/21	
TECO	001238	221008015820	Lynwood Ph2 On 19th Ave	\$ 681.14
		11/21	Lights 11/21	
Report Total				<u>\$ 15,880.39</u>

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Operation and Maintenance Expenditures January 2022 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2022 through January 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$20,628.56**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Lynwood Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2022 Through January 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
BOCC	001241	9086894852	2303 Dandelion St Rclm	\$ 19.48
		12/21	12/21	
Fieldstone Landscaping Services	001249	14091	Landscaping Maintenance	\$ 2,468.00
			01/22	
Fieldstone Landscaping Services	001249	14092	Pond Landscaping 01/22	\$ 492.87
Fieldstone Landscaping Services	001245	14224	Irrigation Repairs 01/22	\$ 180.82
Fieldstone Landscaping Services	001249	14287	Mulch 01/22	\$ 4,875.00
Kelly Evans	001248	KE011422	BOS Supervisor Pay	\$ 200.00
			Meeting 01/14/22	
Laura Coffey	001247	LC011422	BOS Supervisor Pay	\$ 200.00
			Meeting 01/14/22	
Lori Campagna	001246	LCa011422	BOS Supervisor Pay	\$ 200.00
			Meeting 01/14/22	
Rizzetta & Company, Inc.	001242	INV0000064572	District Management Fees	\$ 4,027.00
			01/22	
Rizzetta & Company, Inc.	001250	INV0000064841	Annual Dissemination	\$ 5,000.00
			FY21-22	
Sitex Aquatics	001251	5727B	Monthly Lake Maintenance	\$ 495.00
			01/22	
Straley Robin Vericker	001243	20813	Legal Services 12/21	\$ 418.50
TECO	001244	211018276116	2282 NE 19th Ave	\$ 33.51
		12/21	Columns 12/21	
TECO	001244	211018542954	Subdivision on 19th Ave	\$ 1,215.19
		12/21	Lights 12/21	

Lynwood Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2022 Through January 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
TECO	001244	211018619067 12/21	2398 NE 19th Ave Sign 12/21	\$ 26.22
TECO	001244	221008015820 12/21	Lynwood Ph2 On 19th Ave Lights 12/21	<u>\$ 776.97</u>
Report Total				<u>\$ 20,628.56</u>