

# 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

March 31, 2022

## AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Lynwood Community Development District will be held on **Friday, April 8, 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 agenda for this meeting:

1. **CALL TO ORDER/ROLL CALL**
2. **AUDIENCE COMMENTS ON AGENDA ITEMS**
3. **BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of Audit Committee  
Meeting held on March 11, 2022..... Tab 1
  - B. Consideration of Minutes of Board of Supervisors'  
Meeting held on March 11, 2022..... Tab 2
  - C. Consideration of Operations & Maintenance  
Expenditures for February 2022..... Tab 3
  - D. Consideration of Construction Requisitions ..... Tab 4
4. **BUSINESS ITEMS**
  - A. Consideration of Resolution 2022-01; Approving  
Fiscal Year 2022-2023 Proposed Budget & Setting  
Public Hearing ..... Tab 5
5. **STAFF REPORTS**
  - A. Landscape Update
  - B. District Counsel
  - C. District Engineer
  - D. District Manager ..... Tab 6
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 audit committee meeting of the Lynwood Community Development District was 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.

Present and constituting a quorum were:

Kelly Evans	<b>Committee Member</b>
Laura Coffey	<b>Committee Member</b>
Lori Campagna	<b>Committee Member</b>
Charlie Peterson	<b>Committee Member</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

### Consideration to Include Price as a Criterion

On a Motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Audit Committee unanimously approved to Include Price as a Criterion, for the Lynwood Community Development District.

### THIRD ORDER OF BUSINESS

### Consideration of Audit Proposal Instructions

On a Motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Audit Committee unanimously approved the Audit Proposal Instructions with price, for the Lynwood Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Audit Evaluation  
Criteria**

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Audit Committee unanimously approved the Audit Evaluation Criteria with price, for the Lynwood Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Audit  
Advertisement**

On a Motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Audit Committee unanimously approved the Audit Advertisement, for the Lynwood Community Development District.

**SIXTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Ms. Campagna, seconded by Ms. Coffey, with all in favor, the Board adjourned the meeting at 11:02 a.m. for the Lynwood Community Development District.

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

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

## **Tab 2**

## 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, March 11, 2022 at 11:02 a.m.** at the offices of Lennar Homes, 4301 W. Boy Scout Blvd., Suite 600, Tampa FL 33607.

Present and constituting a quorum were:

Kelly Evans	<b>Chairman</b>
Laura Coffey	<b>Vice-Chairman</b>
Lori Campagna	<b>Assistant Secretary</b>
Charlie Peterson	<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 January 14, 2022

Ms. Wallace presented the Minutes from the Board of Supervisors' meeting held January 14, 2022.

On a Motion by Ms. Campagna, seconded by Mr. Peterson, with all in favor, the Board of Supervisors approved, as presented, the Minutes of the Board of Supervisors' meeting held on January 14, 2022, for the Lynwood Community Development District.

**FOURTH ORDER OF BUSINESS**

**Ratification of Operations &  
Maintenance Expenditures for  
December 2021 & January 2022**

Ms. Wallace presented the December 2021 and January 2022 Operation and Maintenance Expenditures to the Board.

On a Motion by Ms. Evans, seconded by Mr. Peterson, with all in favor, the Board of Supervisors ratified the December 2021 (\$15,880.39) and January 2022 (\$20,628.56) Operation and Maintenance Expenditures, for the Lynwood Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of RFQ for District  
Engineer**

On a Motion by Ms. Campagna, seconded by Mr. Peterson, with all in favor, the Board of Supervisors, approved the RFQ including Competitive Selection Criteria and Advertisement for the Lynwood Community Development District.

**SIXTH ORDER OF BUSINESS**

**Consideration of Stormwater Analysis  
Proposal (under separate cover)**

On a Motion by Ms. Evans, seconded by Mr. Peterson, with all in favor, the Board of Supervisors approved the Half Stormwater Analysis proposal in the amount of \$4,500.00, not including reimbursable expenses, pending District Counsel approval of contract, for the Lynwood Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Landscape Report**

Not present.

**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, April 8, 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 stated the proposed budget will be presented on April 8, 2022 and the final budget will be presented on July 8, 2022.

79 Ms. Wallace reviewed her report with the Board.  
80

81 **EIGHTH ORDER OF BUSINESS**

**Supervisor Requests**

82  
83 Mr. Peterson stated only small area over the bridge is left to add to landscape  
84 maintenance agreement.  
85

86 **NINTH ORDER OF BUSINESS**

**Adjournment**

87  

On a Motion by Ms. Campagna, seconded by Mr. Peterson, with all in favor, the Board adjourned the meeting at 11:14 a.m. for the Lynwood Community Development District.

  
88  
89  
90

91 \_\_\_\_\_  
92 Assistant Secretary

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



## **Tab 3**

# 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**

**February 2022**

**For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2022 through February 28, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$21,446.56**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

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

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

## Lynwood Community Development District

### Paid Operation & Maintenance Expenditures

February 1, 2022 Through February 28, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
BOCC	1256	9086894852 1/22	2303 Dandelion St Rclm 01/22	\$ 46.33
Fieldstone Landscaping Services	1257	14331	Entry Landscape Replacement 01/22	\$ 4,975.00
Fieldstone Landscaping Services	1265	14536	Landscaping Maintenance 02/22	\$ 2,468.00
Fieldstone Landscaping Services	1260	14537	Pond Landscaping 02/22	\$ 492.87
Fieldstone Landscaping Services	1262	14675	Irrigation Repairs 02/21	\$ 422.06
Grau and Associates	1263	21910	Audit Services FY20-21	\$ 5,100.00
Rizzetta & Company, Inc.	1258	INV0000065411	District Management Fees 02/22	\$ 4,027.00
Sitex Aquatics	1266	5767B	Monthly Lake Maintenance 02/22	\$ 495.00
Straley Robin Vericker	1259	20957	Legal Services 01/22	\$ 627.00
Tampa Bay Times	1264	0000207515 02/02/22	Legal Advertising 02/02/22	\$ 454.50
TECO	1261	211018276116 1/22	2282 NE 19th Ave Columns 01/22	\$ 34.49
TECO	1261	211018542954 1/22	Subdivision on 19th Ave Lights 01/22	\$ 1,254.52

## Lynwood Community Development District

### Paid Operation & Maintenance Expenditures

February 1, 2022 Through February 28, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
TECO	1261	211018619067 1/22	2398 NE 19th Ave Sign 01/22	\$ 27.20
TECO	1261	221008015820 1/22	Lynwood Ph2 On 19th Ave Lights 01/22	\$ 807.80
TECO	1261	221008163679 1/22	Lynwood Ph3 On 19th Ave Lights 01/22	<u>\$ 214.79</u>
<b>Report Total</b>				<b><u>\$ 21,446.56</u></b>

## **Tab 5**

## RESOLUTION 2022-01

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LYNWOOD COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2022/2023; SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING, AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the Lynwood Community Development District (“**District**”) prior to June 15, 2022 a proposed operation and maintenance budget for the fiscal year beginning October 1, 2022 and ending September 30, 2023 (“**Proposed Budget**”); and

**WHEREAS**, the Board has considered the Proposed Budget and desires to approve the Proposed Budget and set the required public hearing thereon.

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget, including any modifications made by the Board, attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** The public hearing on said Proposed Budget is hereby declared and set for the following date, hour, and location:

DATE: July 8, 2022

HOUR: 11:00 a.m.

LOCATION: Hilton Garden Inn  
4328 Garden Vista Drive  
Riverview, Florida 33578

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Hillsborough County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, Florida Statutes, the District’s Secretary is further directed to post the Proposed Budget on the District’s website at least 2 days before the budget hearing date and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed by Florida law.

6. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED ON APRIL 8, 2022.**

Attest:

**Lynwood Community  
Development District**

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

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

**Exhibit A: Proposed Budget for Fiscal Year 2022/2023**



Rizzetta & Company

# Lynwood Community Development District

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

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**Proposed Budget for Fiscal Year 2022/2023**

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

5020 W. Linebaugh Ave.  
Suite 240  
Tampa, Florida 33624  
(813) 933-5571

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



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Rizzetta & Company

<p style="text-align: center;"> <b>Proposed Budget</b>  <b>Lynwood Community Development District</b>  <b>General Fund</b>  <b>Fiscal Year 2022/2023</b> </p>								
	Chart of Accounts Classification	Actual YTD through 02/28/22	Projected Annual Totals 2021/2022	Annual Budget for 2021/2022	Projected Budget variance for 2021/2022	Budget for 2022/2023	Budget Increase (Decrease) vs 2021/2022	Comments
1								
2	<b>REVENUES</b>							
3								
4	Special Assessments							
5	Tax Roll*	\$ 202,405	\$ 202,405	\$ 201,000	\$ 1,405	\$ 325,858	\$ 124,858	
6	Off Roll	\$ 33,000	\$ 33,000	\$ 33,000	\$ -		\$ (33,000)	
7	Developer Contributions			\$ 39,488	\$ (39,488)		\$ (39,488)	
8	<b>TOTAL REVENUES</b>	<b>\$ 235,405</b>	<b>\$ 235,405</b>	<b>\$ 273,488</b>	<b>\$ (38,083)</b>	<b>\$ 325,858</b>	<b>\$ 52,370</b>	
9								
10								
11	<b>TOTAL REVENUES AND BALANCE FORWARD</b>	<b>\$ 235,405</b>	<b>\$ 235,405</b>	<b>\$ 273,488</b>	<b>\$ (38,083)</b>	<b>\$ 325,858</b>	<b>\$ 52,370</b>	
12								
13								
14	<b>EXPENDITURES - ADMINISTRATIVE</b>							
15								
16	Legislative							
17	Supervisor Fees	\$ 1,400	\$ 8,500	\$ -	\$ (8,500)	\$ 12,000	\$ 12,000	5 paid supervisors
18	Financial & Administrative							
19	Administrative Services	\$ 1,913	\$ 4,590	\$ 4,590	\$ -	\$ 4,774	\$ 184	4% increase
20	District Management	\$ 8,543	\$ 20,502	\$ 20,502	\$ -	\$ 21,322	\$ 820	4% increase
21	District Engineer	\$ 235	\$ 7,000	\$ 12,000	\$ 5,000	\$ 12,000	\$ -	
22	Disclosure Report	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -	
23	Trustees Fees	\$ 3,367	\$ 7,000	\$ 7,000	\$ -	\$ 7,000	\$ -	
24	Assessment Roll	\$ 5,100	\$ 5,100	\$ 5,100	\$ -	\$ 5,304	\$ 204	4% increase
25	Financial & Revenue Collections	\$ 1,530	\$ 3,672	\$ 3,672	\$ -	\$ 3,819	\$ 147	4% increase
26	Accounting Services	\$ 7,650	\$ 18,360	\$ 18,360	\$ -	\$ 19,094	\$ 734	4% increase
27	Auditing Services	\$ 5,129	\$ 5,000	\$ 5,000	\$ -	\$ 6,000	\$ 1,000	Waiting for proposals
28	Arbitrage Rebate Calculation	\$ -	\$ 500	\$ 500	\$ -	\$ 450	\$ (50)	
29	Public Officials Liability Insurance	\$ 2,481	\$ 2,599	\$ 2,599	\$ -	\$ 3,120	\$ 521	Egis Estimate
30	Legal Advertising	\$ 455	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -	
31	Dues, Licenses & Fees	\$ 175	\$ 175	\$ 175	\$ -	\$ 175	\$ -	
32	Miscellaneous Fees	\$ -	\$ 1,500	\$ 2,500	\$ 1,000	\$ 2,500	\$ -	
33	Website Hosting, Maintenance, Backup (and Email)	\$ 2,038	\$ 3,500	\$ 2,700	\$ (800)	\$ 3,500	\$ 800	
34	Legal Counsel							
35	District Counsel	\$ 2,817	\$ 7,500	\$ 15,000	\$ 7,500	\$ 15,000	\$ -	
36								
37	<b>Administrative Subtotal</b>	<b>\$ 47,833</b>	<b>\$ 105,498</b>	<b>\$ 109,698</b>	<b>\$ 4,200</b>	<b>\$ 126,058</b>	<b>\$ 16,360</b>	
38								
39	<b>EXPENDITURES - FIELD OPERATIONS</b>							
40								
41	Electric Utility Services							
42	Utility Services	\$ 292	\$ 701	\$ 10,000	\$ 9,299	\$ 10,000	\$ -	
43	Street Lights	\$ 10,157	\$ 31,000	\$ 35,300	\$ 4,300	\$ 38,000	\$ 2,700	Ph 1-3B \$2,877/mos x 12 = \$34,500 + utility increases
44	Utility-Reclaimed Water Irrigation	\$ 410	\$ 1,500	\$ 3,000	\$ 1,500	\$ 3,000	\$ -	
45	Stormwater Control							
46	Aquatic Maintenance	\$ 2,475	\$ 10,000	\$ 10,000	\$ -	\$ 12,000	\$ 2,000	\$7,020 for 6 ponds + add'l pond + \$3,360 for 4 midge fly.
47	Lake/Pond Bank Maintenance	\$ 5,000	\$ 5,000	\$ 4,000	\$ (1,000)	\$ 6,000	\$ 2,000	Annual pond ornamental grass maintenance.
48	Mitigation Area Monitoring & Maintenance	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -	One mitigation area.
49	Other Physical Environment							
50	General Liability Insurance	\$ 3,032	\$ 3,177	\$ 3,177	\$ -	\$ 3,800	\$ 623	Egis Estimate
51	Property Insurance	\$ 1,253	\$ 1,313	\$ 1,313	\$ -	\$ 2,000	\$ 687	Egis Estimate
52	Entry & Walls Maintenance	\$ -	\$ 4,000	\$ 4,000	\$ -	\$ 7,000	\$ 3,000	Repairs and maintenance.
53	Landscape Maintenance	\$ 14,519	\$ 35,000	\$ 60,000	\$ 25,000	\$ 55,000	\$ (5,000)	\$2,960.87/month + add'l areas and incid/increases.
54	Irrigation Maintenance & Repairs	\$ 1,822	\$ 2,000	\$ 8,000	\$ 6,000	\$ 8,000	\$ -	
55	Landscape - Mulch	\$ 4,875	\$ 4,875	\$ 5,000	\$ 125	\$ 10,000	\$ 5,000	Not included in the LM contract.
56	Landscape Replacement Plants, Shrubs, Trees	\$ 4,975	\$ 4,975	\$ 5,000	\$ 25	\$ 10,000	\$ 5,000	
57	Solar Street Light Cleaning	\$ -	\$ -			\$ 5,000	\$ 5,000	
58	Miscellaneous Contingency	\$ -	\$ 5,000	\$ 10,000	\$ 5,000	\$ 25,000	\$ 15,000	Unanticipated exp/increases, add'l midge fly treatments.
59								
60								
61	<b>Field Operations Subtotal</b>	<b>\$ 48,810</b>	<b>\$ 113,541</b>	<b>\$ 163,790</b>	<b>\$ 50,249</b>	<b>\$ 199,800</b>	<b>\$ 36,010</b>	
62								
63	<b>TOTAL EXPENDITURES</b>	<b>\$ 96,643</b>	<b>\$ 219,039</b>	<b>\$ 273,488</b>	<b>\$ 54,449</b>	<b>\$ 325,858</b>	<b>\$ 52,370</b>	
64								
65	<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$ 138,762</b>	<b>\$ 16,366</b>	<b>\$ -</b>	<b>\$ 16,366</b>	<b>\$ -</b>	<b>\$ -</b>	

**Lynwood Community Development District**  
**Debt Service**  
**Fiscal Year 2022/2023**

Chart of Accounts Classification	Series 2019	Budget for 2022/2023
<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%)

6.00%

**Gross assessments**

**\$387,430.45**

(1) Maximum Annual Debt Service less Prepaid Assessments received

**Notes:**

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

**LYNWOOD COMMUNITY DEVELOPMENT DISTRICT**

**FISCAL YEAR 2022/2023 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE**

2022/2023 O&M Budget		\$325,858.00
Collection Cost @	2%	\$6,933.15
Early Payment Discount @	4%	\$13,866.30
2022/2023 Total		<u>\$346,657.45</u>

2021/2022 O&M Budget	\$234,000.00
2022/2023 O&M Budget	\$325,858.00

Total Difference	<u>\$91,858.00</u>
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	PER UNIT ANNUAL ASSESSMENT		Proposed Increase / Decrease	
	2021/2022	2022/2023	\$	%
Debt Service - Single Family 40'	\$1,144.55	\$1,144.55	\$0.00	0.00%
Operations/Maintenance - Single Family 40'	\$797.87	\$1,111.08	\$313.21	39.26%
Total	<u>\$1,942.42</u>	<u>\$2,255.63</u>	<u>\$313.21</u>	<u>16.12%</u>
Debt Service - Single Family 50'	\$1,430.69	\$1,430.69	\$0.00	0.00%
Operations/Maintenance - Single Family 50'	\$797.87	\$1,111.08	\$313.21	39.26%
Total	<u>\$2,228.56</u>	<u>\$2,541.77</u>	<u>\$313.21</u>	<u>14.05%</u>

**LYNWOOD COMMUNITY DEVELOPMENT DISTRICT**

**FISCAL YEAR 2022/2023 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE**

TOTAL O&M BUDGET		\$325,858.00
COLLECTION COSTS @	2%	\$6,933.15
EARLY PAYMENT DISCOUNT @	4%	\$13,866.30
TOTAL O&M ASSESSMENT		<u>\$346,657.45</u>

<u>LOT SIZE</u> <u>Platted Parcels</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>
Single Family 40'	201	201	1.00	201.00	64.42%	\$223,327.39	\$1,111.08	\$1,144.55	\$2,255.63
Single Family 50'	111	110	1.00	111.00	35.58%	\$123,330.05	\$1,111.08	\$1,430.69	\$2,541.77
<b>Total Community</b>	<u>312</u>	<u>311</u>		<u>312.00</u>	<u>100.00%</u>	<u>\$346,657.45</u>			

LESS: Hillsborough County Collection Costs (2%) and Early Payment Discounts (4%): **(\$20,799.45)**

**Net Revenue to be Collected:** **\$325,858.00**

<sup>(1)</sup> Reflects one (1) Series 2019 prepayment.

<sup>(2)</sup> Annual debt service assessment per lot adopted in connection with the Series 2019 bond issue. Annual assessment includes principal, interest, Hillsborough County collection costs (if applicable) and early payment discount costs.

<sup>(3)</sup> Annual assessment for platted lots will appear on November 2022 Hillsborough County property tax bill. Amount shown includes all applicable collection costs. Property owner is eligible for a discount of up to 4%.

## 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.

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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 service 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.



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**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 prepare, maintain and certify the assessment roll(s) and annually levy a non-ad valorem assessment for operating and debt service expenses.

**Financial & Revenue Collections:** Services of the Collection Agent 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. The Collection Agent also maintains and updates the District's lien book(s) annually and provides for the release of liens on property after the full collection of bond debt levied on particular properties.

**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.

**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.

**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:**

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

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

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

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

**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.

**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.

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

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

**Landscape - Mulch:** Expenses related to the replacement of mulch.

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



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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.

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### 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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