

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**

May 5, 2022

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Lynwood Community Development District will be held on **Friday, May 13, 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 Board of Supervisors' Meeting held on April 8, 2022 Tab 1
 - B.** Consideration of Operations & Maintenance Expenditures for March 2022 Tab 2
- 4. BUSINESS ITEMS**
 - A.** Recommendation from Audit Committee for Auditing Services
 - B.** Acceptance of FY 2021 Audit Tab 3
 - C.** Acceptance of Grant of Easements Tab 4
 - D.** Consideration of RFQ for District Engineer Tab 5
 - E.** Presentation of Registered Voter Count Tab 6
 - F.** Consideration of Conservation and Natural Area Policy Tab 7
- 5. STAFF REPORTS**
 - A.** Landscape Update
 - B.** District Counsel
 - C.** District Engineer
 - D.** District Manager Tab 8
- 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, April 8, 2022 at 11:01 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	Chairman
Lori Campagna	Assistant Secretary
Paulo Beckert	Assistant Secretary

Also present were:

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

Audience	None
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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

Acceptance of Compensation

Ms. Wallace advised that each Supervisor is entitled to received Supervisor Compensation per Florida Statues. Mr. Beckert accepted compensation.

FOURTH ORDER OF BUSINESS

**Consideration of Minutes of Audit
Committee Meeting held on March 11,
2022**

Ms. Wallace presented the Minutes from the Audit Committee meeting held March 11, 2022.

On a Motion by Ms. Campagna, seconded by Ms. Evans, with all in favor, the Board of Supervisors approved, as presented, the Minutes of the Audit Committee meeting held on March 11, 2022, for the Lynwood Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Minutes of Board of Supervisors' Meeting held on March 11, 2022

Ms. Wallace presented the Minutes from the Board of Supervisors' meeting held March 11, 2022.

On a Motion by Ms. Campagna, seconded by Ms. Evans, with all in favor, the Board of Supervisors approved, as presented, the Minutes of the Board of Supervisors' meeting held on March 11, 2022, for the Lynwood Community Development District.

SIXTH ORDER OF BUSINESS

Ratification of Operations & Maintenance Expenditures for February 2022

Ms. Wallace presented the February 2022 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 February 2022 (\$21,446.56) Operation and Maintenance Expenditures, for the Lynwood Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Construction Requisitions

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of Supervisors, approved the Construction Requisitions CR1 through CR11 for the Lynwood Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2022-01; Approving Fiscal Year 2022-2023 Proposed Budget & Setting Public Hearing

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of Supervisors approved Resolution 2022-01; Approving Fiscal Year 2022-2023 Proposed Budget & Setting Public Hearing for July 8, 2022 at 11:00 a.m. at the Hilton Garden Inn, 4328 Garden Vista Drive, Riverview, FL 33578, for the Lynwood Community Development District.

NINTH 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, May 13, 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. She also stated the recent quarterly website compliance report was completed and the District passed.

TENTH ORDER OF BUSINESS

Supervisor Requests

No supervisor requests.

ELEVENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Campagna, seconded by Mr. Beckert, with all in favor, the Board adjourned the meeting at 11:21 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

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Operation and Maintenance Expenditures

March 2022

For Board Approval

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

The total items being presented: **\$11,782.61**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Lynwood Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2022 Through March 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
BOCC	1267	9086894852 1/11	2303 Dandelion St Rclm 02/22	\$ 49.38
Charles Peterson	1276	CP031122	BOS Supervisor Pay Meeting 03/11/22	\$ 200.00
Fieldstone Landscaping Services	1275	14971	Landscaping Maintenance 03/22	\$ 2,468.00
Fieldstone Landscaping Services	1275	14972	Pond Landscaping 03/22	\$ 492.87
Kelly Evans	1274	KE031122	BOS Supervisor Pay Meeting 03/11/22	\$ 200.00
Laura Coffey	1273	LC031122	BOS Supervisor Pay Meeting 03/11/22	\$ 200.00
Lori Campagna	1272	LCP031122	BOS Supervisor Pay Meeting 03/11/22	\$ 200.00
Rizzetta & Company, Inc.	1268	INV0000066327	District Management Fees 03/22	\$ 4,027.00
Sitex Aquatics	1277	5876B	Monthly Lake Maintenance 03/22	\$ 495.00
Straley Robin Vericker	1269	21086	Legal Services 02/22	\$ 602.45
Tampa Bay Times	1270	0000212532 03/02/22	Legal Advertising 03/02/22	\$ 378.00
TECO	1271	211018276116 1/11	2282 NE 19th Ave Columns 02/22	\$ 35.59

Lynwood Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2022 Through March 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
TECO	1271	211018542954 1/11	Subdivision on 19th Ave Lights 02/22	\$ 1,256.57
TECO	1271	211018619067 1/11	2398 NE 19th Ave Sign 02/22	\$ 26.04
TECO	1271	221008015820 1/11	Lynwood Ph2 On 19th Ave Lights 02/22	\$ 807.80
TECO	1271	221008163679 1/11	Lynwood Ph3 On 19th Ave Lights 02/22	\$ <u>343.91</u>
Report Total				\$ <u>11,782.61</u>

Tab 7

**LYNWOOD
COMMUNITY DEVELOPMENT DISTRICT**

DISTRICT COMMON AREA POLICIES

Adopted: May 13, 2022

**DISTRICT OFFICE
RIZZETTA & COMPANY, INC.
3434 COLWELL AVENUE SUITE 200
TAMPA, FLORIDA 33614
(813) 933-5571**

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DEFINITIONS

“Board of Supervisors” or “Board” – shall mean the Lynwood Community Development District Board of Supervisors.

“District” – shall mean the Lynwood Community Development District.

“District Manager” – shall mean the professional management company with which the District has contracted to provide management services to the District.

“Guest” – shall mean any person or persons who are invited and accompanied for the day by a Resident to District property.

“Resident” – shall mean any person residing within the District.

STORMWATER RETENTION POND POLICIES

Pedestrian and motorized vehicle use is prohibited in the stormwater retention ponds. Stormwater retention ponds serve as stormwater management purposes and are not intended to have pedestrian or motorized vehicle use in them even if there is no standing water in the retention pond. The purpose of the retention ponds is to help facilitate the District’s natural water system for stormwater runoff. Parking along the county right of way or on any grassed area near the retention ponds is prohibited. Continued violation of this policy will result in the immediate reporting to local law enforcement authorities. There is a 20-foot District owned buffer surrounding each retention pond. Please be respectful of adjacent resident homes.

NATURAL BUFFER AREAS POLICY STATEMENT

The following is the policy statement of the District as it regards the natural tree protection, wetland and upland buffer areas that are scattered in large numbers throughout the Community. The policy statement is consistent with the policies of other governments including Hillsborough County, and Southwest Florida Water Management District (SWFWMD) as it regards their natural, conservation tree protection and wetland conservation/preservation areas:

The natural areas are not intended to be maintained. These areas are to be left untouched to allow for nature to take its normal course. Vegetation that dies including, but not limited to trees are left to fulfill their role in nature’s process.

Trees, within or immediately adjacent to these areas, that have died and appear to pose a threat of falling and damaging an abutting property owner’s property may be addressed by the abutting property owner after securing permission to remedy the situation from the District and all required permits from all authorities having jurisdiction including Hillsborough County, and SWFWMD. Such abutting property owner must initially contact the District for permission to

address the removal or remediation of the threatening situation and shall then be responsible for any needed permitting or review by Hillsborough County, and SWFWMD. Permitted trimming and/or removal, where warranted, shall be done at the expense of the abutting property owner. The goal is to minimize disturbance to these areas.

In the event that a tree does fall onto another's property, that property owner has the right to cut back or limb the tree as necessary to their individual property line. The rest of the tree is to be left as is. This would also pertain to normal maintenance, which would allow an owner to trim back any encroaching vegetation to their property line. No one is allowed to encroach into the natural areas for any reason, from maintenance to placement of personal property of any kind.