

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**

December 1, 2022

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Lynwood Community Development District will be held on **Friday, December 9, 2022 at 11:00 a.m.** at the Offices of Rizzetta & Company, 2700 S. Falkenburg Road Suite 2745, Riverview, FL 33578. 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 October 14, 2022 Tab 1
 - B.** Consideration of Minutes of Landowners
Meeting held on November 1, 2022 Tab 2
 - C.** Consideration of Operations & Maintenance
Expenditures for September 2022 Tab 3
- 4. BUSINESS ITEMS**
 - A.** Consideration of Resolution 2023-01; Canvassing &
Certifying Landowner Election Results..... Tab 4
 - B.** Administer Oath of Office
 - C.** Acceptance of Resignations
 - D.** Consideration of BOS Resumes & Appointments of
Board of Supervisors Tab 5
 - E.** Administer Oath of Office
 - F.** Consideration of Resolution 2023-02; Designating
Officers of the District Tab 6
 - G.** Consideration of Resolution 2023-03; Certificate of
Completion Tab 7
- 5. STAFF REPORTS**
 - A.** Landscape Update
 - B.** District Counsel
 - C.** District Engineer
 - D.** District Manager Tab 8
- 6. SUPERVISOR REQUESTS**
- 7. 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, October 14, 2022 at 11:06 a.m.** at the offices of Rizzetta & Company, Inc., located at 2700 S. Falkenburg Road Suite 2745, Riverview, Florida 33578.

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.
Dana Collier	District Counsel; Straley Robin Vericker (via conf. call)

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 members present

THIRD ORDER OF BUSINESS

Consideration of Minutes of Board of Supervisors' Meeting held on August 9, 2022

Ms. Wallace presented the Minutes from the Board of Supervisors' meeting held August 9, 2022.

On a Motion by Ms. Evans, seconded by Mr. Beckert, with all in favor, the Board of Supervisors approved, as presented, the Minutes of the Board of Supervisors' meeting held on August 9, 2022, for the Lynwood Community Development District.

FOURTH ORDER OF BUSINESS

**Ratification of Operations &
Maintenance Expenditures for August
2022**

Ms. Wallace presented the August 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 August 2022 (\$24,278.72) Operation and Maintenance Expenditures, for the Lynwood Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of BOS Resumes &
Appointments of Board Supervisors**

This item was tabled.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2023-01;
Designating Officers of the District**

This item was tabled.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Landscape Report
Not present.

B. District Counsel
No report. Ms. Collier answered questions regarding the election and quorum.

C. District Engineer
Not present.

D. District Manager
Ms. Wallace informed the Board that the next scheduled meeting will be held on Friday, November 11, 2022 at 11:00 a.m. at the offices of Rizzetta & Company located at 2700 S. Falkenburg Road Suite 2745, Riverview, FL 33578.

Ms. Wallace reviewed her report with the Board.

EIGHTH ORDER OF BUSINESS

Supervisor Requests

Ms. Collier reviewed the Florida Statue regarding the Board's previous question.

NINTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Campagna, seconded by Ms. Evans, with all in favor, the Board adjourned the meeting at 11:20 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 landowner meeting of the Lynwood Community Development District was held on **Tuesday, Monday 1, 2022 at 11:03 a.m.** the Hyatt House Tampa Airport Westshore, 5308 Avion Park Drive, Tampa, FL 33607.

Present were:

Kelly Evans **Proxyholder**

Also present were:

Debby Wallace **District Manager; Rizzetta & Company, Inc.**
Diana Kronick **Administrative Assistant, Rizzetta & Company, Inc.**

Audience **None**

FIRST ORDER OF BUSINESS Call to Order and Roll Call

Ms. Wallace called the meeting to order and confirmed that the Landowner meeting was duly noticed in accordance with Florida Statue Chapter 190.

SECOND ORDER OF BUSINESS Audience Comments

Ms. Evans appointed Ms. Wallace as Chairperson of the meeting for the purpose of conducting the Landowner Election. There are three (3) positions being elected today. The two (2) highest votes will receive a four-year term, the one with the lowest vote will receive a two-year term. The positions will commence immediately following the election.

THIRD ORDER OF BUSINESS Announcement of Candidates/Call for Nominations

The total number of votes is 16 with one (1) landowner. Ms. Wallace reviewed the proxy in hand whereby the landowner appoints Kelly Evans as proxyholder for all votes.

FOURTH ORDER OF BUSINESS Election of Supervisors

An official ballot was presented to Ms. Wallace signed by Kelly Evans with the following candidates and votes as follows:

Lori Campagna (Seat 1) and Paulo Beckert (Seat 2) both received 16 votes for four-year terms and Charlie Peterson (Seat 3) received 15 votes for a two-year term.

FIFTH ORDER OF BUSINESS

Adjournment

The landowner meeting was adjourned at 11:04 a.m.

Assistant Secretary

Chair / Vice Chair

Tab 3

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

September 2022

For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2022 through September 30, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$18,924.58**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Lynwood Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2022 Through September 30, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Egis Insurance Advisors, LLC	100018	16559	10/01/2022-10/01/2023	\$ 7,429.00
Hillsborough County BOCC	100010	9086894852 4/11	2303 Dandelion St Rclm 08/22	\$ 121.73
Kelly Evans	100014	KE090922	Board of Supervisor Meeting 09/09/22	\$ 200.00
Laura Coffey	100015	LC090922	Board of Supervisor Meeting 09/09/22	\$ 200.00
Lori Campagna	100016	LCP090922	Board of Supervisor Meeting 09/09/22	\$ 200.00
Paulo Beckert	100017	PB090922	Board of Supervisor Meeting 09/09/22	\$ 200.00
Rizzetta & Company, Inc.	100011	INV0000070815	District Management Fees 09/22	\$ 4,027.00
TECO	100012	TECO Summary 08/22	TECO Summary 08/22	\$ 2,506.22
U.S. Bank	100013	6640472	Trustee Fees 08/01/22-07/31/23	<u>\$ 4,040.63</u>
TOTAL				<u>\$ 18,924.58</u>

Tab 6

RESOLUTION 2023-02

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNWOOD
COMMUNITY DEVELOPMENT DISTRICT REDESIGNATING THE
OFFICERS 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 Board of Supervisors of the District desires to designate the Officers of the District.

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

Section 1. _____ is appointed Chairman.

Section 2. _____ is appointed Vice Chairman.

Section 3. _____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
Debby Wallace is appointed Assistant Secretary.
Jayna Cooper is appointed Assistant Secretary.

Section 4. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 9TH DAY OF DECEMBER 2022.

**LYNWOOD COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRMAN/VICE CHAIRMAN

ATTEST:

SECRETARY/ASST. SECRETARY

Tab 7

RESOLUTION 2023-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNWOOD COMMUNITY DEVELOPMENT DISTRICT ADOPTING THE ENGINEER'S CERTIFICATE OF COMPLETION FOR THE 2019 PROJECT; DECLARING THE 2019 PROJECT COMPLETE; FINALIZING THE SERIES 2019 ASSESSMENTS; AND ADDRESSING SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.

WHEREAS, the Lynwood Community Development District (the "**District**") was established by Hillsborough County, Florida, to construct, install, operate and/or maintain systems and facilities for certain basic infrastructure, including roads and streets, water and wastewater, recreational facilities, landscaping and hardscaping; and

WHEREAS, the District entered into a Master Trust Indenture, dated as of June 1, 2019 (the "**Master Indenture**") with the Trustee to secure the issuance of its Special Assessment Revenue Bonds, issuable in one or more series from time to time; and

WHEREAS, the District duly authorized and issued its \$6,185,000 Special Assessment Revenue Bonds, Series 2019 (the "**Series 2019 Bonds**"), pursuant to the First Supplemental Trust Indenture dated June 1, 2019 (the "**First Supplemental Indenture**"), for the purpose of funding the acquisition and construction of the capital improvement program described in the First Supplemental Indenture (the "**2019 Project**"); and

WHEREAS, in order to repay the Series 2019 Bonds, the District levied special assessments securing the Series 2019 Bonds (the "**Series 2019 Assessments**"); and

WHEREAS, the 2019 Project specially benefits certain assessable lands in the District which are subject to the Series 2019 Assessments, and it is reasonable, proper, just and right to continue to assess the costs of the 2019 Project financed with the Series 2019 Bonds to the specially benefited properties; and

WHEREAS, effective as of the date of this Resolution, the Board of Supervisors of the District (the "**Board**") further finds that it is in the best interests of the District to declare the 2019 Project complete; and

WHEREAS, as set forth in the Engineer's Certificate of Completion attached as **Exhibit "A"**, the District Engineer has certified the 2019 Project complete; and

WHEREAS, in reliance upon the Engineer's Certificate of Completion, and to be effective as of the date of this Resolution, the Board desires to certify the 2019 Project complete; and

WHEREAS, Section 170.08 Florida Statutes requires that upon completion of the 2019 Project, District is to credit each of the Series 2019 Assessments the difference, if any, between the amount assessed and the actual cost of the improvements; and

WHEREAS, based on the Engineer's Certification of Completion, the actual cost of construction of the 2019 Project is the same as the benefits derived from the 2019 Project so no modification to the Series 2019 Assessments are necessary.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD:

SECTION 1. RECITALS. The recitals stated above are incorporated herein and are adopted by the Board as true and correct statements.

SECTION 2. GENERAL AUTHORITY. This resolution is adopted pursuant to the Indenture and provisions of Florida law, including Chapters 170 and 190, Florida Statutes.

SECTION 3. COMPLETION OF 2019 PROJECT AND FINALIZATION OF THE SERIES 2019 ASSESSMENTS. Based on the Engineer's Certificate of Completion attached as **Exhibit "A"**, and the above findings incorporated herein, and to be effective as of the date of adoption of this Resolution and execution hereof by the Chair or Vice-Chair, the Board hereby adopts the Engineer's Certificate of Completion and certifies the 2019 Project complete and determines that no modifications to the Series 2019 Assessments are necessary.

SECTION 4. GENERAL AUTHORIZATION. The District's Chair, Vice Chair, Secretary, Assistant Secretaries, District Manager, District Counsel, District Engineer, and District Bond Counsel, are hereby authorized, upon the adoption and execution of this Resolution to do all acts and things required of them to effect the transactions described herein, and all acts and things that may be desirable or consistent with the requirements or intent hereof. The Chair and Secretary are hereby further authorized to execute any and all documents necessary to effect the transactions. The Vice Chair shall be authorized to undertake any action herein authorized to be taken by the Chair, in the absence or unavailability of the Chair, and any Assistant Secretary shall be authorized to undertake any action herein authorized to be taken by the Secretary, in the absence or unavailability of the Secretary.

SECTION 5. SEVERABILITY. If any section or part of a section of this Resolution is declared invalid or unconstitutional, the validity, force and effect of any other section or part of a section of this Resolution shall not thereby be affected or impaired unless it clearly appears that such other section or part of a section of this Resolution is wholly or necessarily dependent upon the section or part of a section so held to be invalid or unconstitutional.

SECTION 6. CONFLICTS. All resolutions or parts thereof in conflict herewith are, to the extent of such conflict, superseded and repealed.

SECTION 7. EFFECTIVE DATE. This Resolution shall become effective upon its adoption and execution as provided herein.

PASSED AND ADOPTED on the 9th day of December, 2022.

Attest:

**Lynwood Community
Development District**

Print Name: _____
Secretary/Assistant Secretary

Kelly Evans
Chair of the Board of Supervisors

Exhibit A – Engineer’s Certificate of Completion for 2019 Project.

Exhibit A



November 30, 2022

Lynwood Community Development District
Board of Supervisors
c/o Debby Wallace, District Manager
Rizzetta & Company, Inc.
12750 Citrus Park Lane, Suite 115
Tampa, FL 33625

RE: Certificate of District Engineer – Completion of Construction

Dear Supervisors:

This certificate is furnished in connection with the Lynwood Community Development District (CDD) in Hillsborough County, Florida. The undersigned, acting on behalf of JMT as District Engineer, certify the following:

1. As of the date hereof, the construction improvements associated with Capital Improvement Plan for the Lynwood CDD have been completed in substantial accordance with the approved standards and specifications. All CDD acquired infrastructure is complete and approved for the intended use.

If you have any questions or need more information, please do not hesitate to contact me at (813) 868-6508 or SBrletic@jmt.com.

Very truly yours,
JOHNSON, MIRMIRAN & THOMPSON, INC.

A handwritten signature in blue ink, appearing to read "SBrletic", is placed over the printed name of the signatory.

Stephen Brletic, PE
Senior Associate