

# LYNWOOD COMMUNITY DEVELOPMENT DISTRICT

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**

February 2, 2023

## AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Lynwood Community Development District will be held on **Friday, February 10, 2023 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 January 13, 2023 ..... Tab 1
  - B. Consideration of Operations & Maintenance  
Expenditures for November 2022 ..... Tab 2
- 4. BUSINESS ITEMS**
  - A. Consideration of Conveyance of Conservation  
Easement to EPC ..... Tab 3
  - B. Consideration of Entryway Landscape Proposals ..... Tab 4
- 5. STAFF REPORTS**
  - A. Landscape Update
  - B. District Counsel
  - C. District Engineer
  - D. District Manager ..... Tab 5
- 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, January 13, 2023 at 11:00 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	<b>Chair</b>
Debra Goode	<b>Vice-Chair</b>
Lori Campagna	<b>Assistant Secretary</b>
Paulo Beckert	<b>Assistant Secretary</b>
Juan Gomez	<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>
Scott Herman	<b>Representative, Fieldstone Landscape</b>
Shane Wumkes	<b>Representative, Fieldstone Landscape</b>

Audience	<b>Present</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

An audience member addressed the Board regarding landscape maintenance.

### THIRD ORDER OF BUSINESS

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

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

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

**FOURTH ORDER OF BUSINESS**

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

Ms. Wallace presented the October 2022 Operation and Maintenance Expenditures to the Board.

On a Motion by Ms. Evans, seconded by Mr. Beckert, with all in favor, the Board of Supervisors ratified the October 2022 (\$12,950.02) Operation and Maintenance Expenditures, for the Lynwood Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-04;  
Designating Officers of the District**

Ms. Campagna nominated Kelly Evans as Chair and Debra Goode as Vice-Chair. No other nominations were made.

On a Motion by Ms. Campagna, seconded by Ms. Evans, with all in favor, the Board of Supervisors approved Resolution 2023-04; Designating Officers of the District, Kelly Evans as Chair, Debra Goode as Vice-Chair and the remaining Board Supervisors along with Jayna Cooper and Debby Wallace as Assistant Secretaries, for the Lynwood Community Development District.

**SIXTH ORDER OF BUSINESS**

**Ratification of Entryway Landscape  
Lighting Proposal**

On a Motion by Ms. Evans, seconded by Mr. Beckert, with all in favor, the Board of Supervisors ratified the Decort Electrical proposal for \$4,000.00 for entryway landscape lighting, for the Lynwood Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Ratification of Electrical Maintenance  
Agreement**

On a Motion by Ms. Evans, seconded by Mr. Beckert, with all in favor, the Board of Supervisors ratified the Decort Electrical Maintenance Agreement, for the Lynwood Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Landscape Report**

Mr. Herman reviewed a plan to modify the landscaping at the entry.

On a Motion by Ms. Evans, seconded by Ms. Goode, with all in favor, the Board of Supervisors approved a not-to-exceed amount of \$3,000.00 for landscape entry, subject to approval by Ms. Goode and Ms. Evans, for the Lynwood Community Development District.

**B. District Counsel**

No report. Mr. Vericker reviewed the JMT engineering services termination letter.

On a Motion by Ms. Evans, seconded by Ms. Goode, with all in favor, the Board of Supervisors accepted the termination letter from JMT, for the Lynwood Community Development District.

On a Motion by Mr. Gomez, seconded by Ms. Goode, with all in favor, the Board of Supervisors approved the BDI proposal for engineering services subject to District Counsel approval of contract, for the Lynwood Community Development District.

**C. District Engineer**

Not present.

**D. District Manager**

Ms. Wallace informed the Board that the next scheduled meeting will be held on Friday, February 10, 2023 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 the site visit report with the Board.

**NINTH ORDER OF BUSINESS**

**Supervisor Requests**

Ms. Evans updated the Board on the sidewalk in front of the daycare.

**TENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board adjourned the meeting at 11:40 a.m. for the Lynwood Community Development District.

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

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

## **Tab 2**

# 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**

**November 2022**

**For Board Approval**

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

The total items being presented: **\$30,177.53**

Approval of Expenditures:

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\_\_\_\_\_ Chairperson

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

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



**Lynwood Community Development District**  
Paid Operation & Maintenance Expenditures  
November 1, 2022 Through November 30, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Fieldstone Landscape Services	100032	17306	Landscape Maintenance 09/22 Revised	\$ 4,460.87
Fieldstone Landscape Services	100032	17619	Landscape Maintenance 10/22	\$ 4,460.87
Fieldstone Landscape Services	100040	17993	Landscape Maintenance 11/22	\$ 4,460.87
Florida Department of Economic (	100033	87362	Special District Fee FY22-23	\$ 175.00
Hillsborough County BOCC	100041	9086894852 5/11	2303 Dandelion St Rclm 10/22	\$ 15.25
Hillsborough County BOCC	100045	9086894852 1/2	2303 Dandelion St Rclm 11/22	\$ 91.86
Innersync Studio, Ltd	100034	20746	CDD Website Services -Annual service - C	\$ 1,515.00
Jayman Enterprises, LLC	100042	2231	Service Call Lighting 10/22	\$ 125.00
Johnson Mirmiran & Thompson, I	100043	201066	General Engineer Services 10/22	\$ 500.00
Rizzetta & Company, Inc.	100035	INV0000071916	Assessment Roll FY 22-23	\$ 5,304.00

**Lynwood Community Development District**  
Paid Operation & Maintenance Expenditures  
November 1, 2022 Through November 30, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta & Company, Inc. Sitex	100036	INV0000072604	District Management Fees 11/22	\$ 4,184.11
Aquatics, LLC	100044	6862B	Monthly Lake Maintenance 11/22	\$ 840.00
Straley Robin Vericker	100037	22235 221008593248	Legal Services 10/22	\$ 292.00
TECO	100038	5/11 221008593248	5524 Rainwood Meadow Dr 3B Solar 10/22	\$ 656.19
TECO	100046	1/2	5524 Rainwood Meadow Dr 3B Solar 11/22	\$ 656.19
TECO	100039	TECO Summary 10/22	TECO Summary 10/22	<u>\$ 2,440.32</u>
<b>TOTAL</b>				<b><u>\$ 30,177.53</u></b>