

# 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**

June 1, 2023

## AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Lynwood Community Development District will be held on **Friday, June 9, 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 May 12, 2023..... Tab 1
  - B.** Consideration of Operations & Maintenance  
Expenditures for April 2023..... Tab 2
- 4. BUSINESS ITEMS**
  - A.** None
- 5. STAFF REPORTS**
  - A.** Landscape Update ..... Tab 3
  - B.** District Counsel
  - C.** District Engineer
  - D.** District Manager ..... Tab 4
- 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  
Regional 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, May 12, 2023 at 11:02 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>
Juan Gomez	<b>Assistant Secretary</b>
Tammie Murphey	<b>Assistant Secretary</b>

Also present were:

Debby Wallace	<b>District Manager; Rizzetta &amp; Co.</b>
Casey Hopkinson	<b>District Counsel; Straley Robin Vericker</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

No audience comments.

### THIRD ORDER OF BUSINESS

### Consideration of Minutes of Board of Supervisors' Meeting held on April 14, 2023

Ms. Wallace presented the Minutes from the Board of Supervisors' meeting held on April 14, 2023.

On a Motion by Ms. Evans, seconded by Ms. Goode, with all in favor, the Board of Supervisors approved, as presented, the Minutes of the Board of Supervisors' meeting held on April 14, 2023, for the Lynwood Community Development District.

**FOURTH ORDER OF BUSINESS**

**Ratification of Operations &  
Maintenance Expenditures for March  
2023**

Ms. Wallace presented the March 2023 Operation and Maintenance Expenditures to the Board.

On a Motion by Ms. Evans, seconded by Ms. Goode, with all in favor, the Board of Supervisors ratified the March 2023 (\$17,080.68) Operation and Maintenance Expenditures, for the Lynwood Community Development District.

**FIFTH ORDER OF BUSINESS**

**Presentation of Registered Voter Count**

Ms. Wallace stated the Hillsborough County registered voter count is 486 as of April 15, 2023.

**SIXTH ORDER OF BUSINESS**

**Consideration of Sitex Midge Fly  
Treatment Proposal**

On a Motion by Ms. Evans, seconded by Ms. Goode, with all in favor, the Board of Supervisors approved the Sitex Midge Fly Treatment Proposal in the amount of \$6,300.00 for six (6) monthly treatments (May-October) for the Lynwood Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Stop Sign  
Replacement Proposal**

Following a brief discussion, the Board opted to not approve the proposal.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-05;  
Approving Fiscal Year 2023-2024  
Proposed Budget & Setting Public  
Hearing**

Ms. Wallace reviewed the Fiscal Year 2023-2024 proposed budget. She also updated the Board on recent irrigation leak issues, noting that District Engineer has reviewed the reclaimed water pipes going to the pond plants. The Board asked Fieldstone to cap pipes and review any other irrigation pipes going to pond plants that run through easement areas.

It was decided to add an additional \$25,000 to the budget under miscellaneous contingencies, bringing the new total to \$382,771 plus \$20,000 in the Reserve Fund Budget for a total of \$402,771.

On a Motion by Ms. Campagna, seconded by Ms. Evans, with all in favor, the Board of Supervisors approved Resolution 2023-05; Approving Fiscal Year 2023-2024 Proposed Budget & Setting Public Hearing for July 14, 2023, at 11:00 a.m. at the Hilton Garden Inn, located at 4328 Garden Vista Drive, Riverview, FL 33578, for the Lynwood Community Development District.

## **NINTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. Landscape Update**

Ms. Goode provided the landscape update.

##### **i. Landscape Proposals**

Ms. Wallace presented proposals for mulch installation at the entrance only, installation of sod and irrigation at the entrance, and the removal of two dead Oaks at Amaryllis Park. The following Board actions were taken:

On a Motion by Ms. Goode, seconded by Ms. Campagna, with all in favor, the Board of Supervisors approved the Fieldstone proposal to install mulch at the main entrance with a not-to-exceed amount of \$6,500, for the Lynwood Community Development District.

On a Motion by Ms. Evans, seconded by Ms. Goode, with all in favor, the Board of Supervisors approved the Fieldstone proposal to install sod and irrigation at the main entrance in the amount of \$1,878.65, for the Lynwood Community Development District.

On a Motion by Ms. Evans, seconded by Ms. Goode, with all in favor, the Board of Supervisors approved the removal of two dead oaks at Amaryllis Park with a not-to-exceed amount of \$400, for the Lynwood Community Development District.

#### **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, June 9, 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 stated that the 1<sup>st</sup> quarterly (1/2023) Compliance Report was received from Campus Suites for website compliance.

**TENTH ORDER OF BUSINESS**

**Supervisor Requests**

No Supervisors requests were put forward.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Ms. Goode, seconded by Ms. Campagna, with all in favor, the Board adjourned the meeting at 11:59 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

**April 2023**

## For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from April 1, 2023 through April 30, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$ 30,536.92**

Approval of Expenditures:

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\_\_\_\_\_ Chairperson

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

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Assistant Secretary



**Lynwood Community Development District**

Paid Operation & Maintenance Expenditures

April 1, 2023 Through April 30, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Debra K Goode	100101	DG041423	Board of Supervisor Meeting 04/14/23	\$ 200.00
Fieldstone Landscape Services	100106	19495	Irrigation Repairs 03/23	\$ 5,528.39
Fieldstone Landscape Services	100106	19560	Landscape Maintenance 04/23	\$ 4,460.87
Fieldstone Landscape Services	100106	19647	Landscape Enhancements 04/23	\$ 9,938.94
Juan Gomez	100102	JG041423	Board of Supervisor Meeting 04/14/23	\$ 200.00
Kelly Evans	100103	KE041423	Board of Supervisor Meeting 04/14/23	\$ 200.00
Lori Campagna	100104	LC041423	Board of Supervisor Meeting 04/14/23	\$ 200.00
Rizzetta & Company, Inc.	100098	INV0000078850	District Management Fees 04/23	\$ 4,184.11
Sitex Aquatics, LLC	100107	7629	Monthly Lake Maintenance 04/23	\$ 840.00
Straley Robin Vericker	100099	22953	Legal Services 03/23	\$ 1,895.50

**Lynwood Community Development District**

Paid Operation & Maintenance Expenditures

April 1, 2023 Through April 30, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Tammie Murphy	100105	TM041423	Board of Supervisor Meeting 04/14/23	\$ 200.00
TECO	100100	TECO Summary 477 03/23	TECO Summary 03/23	<u>\$ 2,689.11</u>
<b>Total</b>				<b><u><u>\$ 30,536.92</u></u></b>