

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**

August 31, 2023

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Lynwood Community Development District will be held on **Friday, September 8, 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 August 11, 2023 Tab 1
 - B. Consideration of Operations & Maintenance
Expenditures for July 2023..... Tab 2
- 4. BUSINESS ITEMS**
 - A. Presentation of Arbitrage Report Tab 3
- 5. STAFF REPORTS**
 - A. Landscape Update Tab 4
 - 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
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, August 11, 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	Chair
Debra Goode	Vice-Chair <i>(via phone)</i>
Lori Campagna	Assistant Secretary
Juan Gomez	Assistant Secretary
Tammie Murphey	Assistant Secretary

Also present were:

Debby Wallace	District Manager; Rizzetta & Co.
Michael Broadus	District Counsel; Straley Robin Vericker
Jerry Whited	District Manager, Rizzetta & Co., Inc.

Audience	Present
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FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Ms. Wallace called the meeting to order and performed roll call, confirming that a quorum was present.

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience comments put forward.

THIRD ORDER OF BUSINESS

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

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

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

FOURTH ORDER OF BUSINESS

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

Ms. Wallace presented the June 2023 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 June 2023 (\$24,385.28) Operation and Maintenance Expenditures, for the Lynwood Community Development District.

A request was made to change the order of the agenda by having Staff reports next followed by tab 5 and then tab 3.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Broadus provided an update on the doggie station agreement.

Mr. Broadus discussed the 4 hours of continuing education for Board members.

B. District Engineer

A brief discussion of the BDI Engineering site inspection report of the Amaryllis Garden Boundary Fence was held. No Board action was taken. The Board directed District Manager to collect proposals to repair the fence.

C. District Manager

Ms. Wallace informed the Board that the next scheduled meeting will be held on Friday, September 8, 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 her recent site visit.

Ms. Wallace presented a proposal from Fieldstone for irrigation repairs totaling \$1,856.33.

On a Motion by Ms. Murphy, seconded by Mr. Gomez, with all in favor, the Board of Supervisors authorized the Chairman to approve outside of the meeting, pending verification, for the Lynwood Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of District Services
Addendum**

Ms. Wallace reviewed the third addendum to the contract for Professional District Services. There were no questions.

On a Motion by Ms. Murphy, seconded by Mr. Gomez, with all in favor, the Board of Supervisors approved the third addendum to the contract for Professional District Services, for the Lynwood Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Board Supervisor
Resignations**

Ms. Wallace stated that both Ms. Campagna and Ms. Evans have tendered their resignations. She explained that they should be processed individually.

On a Motion by Mr. Gomez, seconded by Ms. Goode, with all in favor, the Board of Supervisors accepted the resignation of Lori Campagna as Board Supervisor serving in Seat 1 with a term of 11/22 - 11/26, for the Lynwood Community Development District.

Ms. Goode made a motion to appoint Steed Benson, but it failed due to a lack of a second.

Mr. Gomes made a motion to appoint Susie Gomes. District Counsel stated that the spouse of a present Board member cannot be appointed to the Board unless that appointment is through an election.

On a Motion by Ms. Murphey, seconded by Mr. Gomez, with all in favor, the Board of Supervisors appointed Carol Kirchner as Board Supervisor serving in Seat 1 with a term of 11/22 - 11/26, for the Lynwood Community Development District.

Ms. Wallace administered the oath of office to Ms. Kirchner. Ms. Kirchner confirmed that she would like to be compensated for attending meetings.

On a Motion by Ms. Goode, seconded by Ms. Murphy, with all in favor, the Board of Supervisors accepted the resignation of Kelly Evans as Board Supervisor serving in Seat 4 with a term of 6/19 - 11/24, for the Lynwood Community Development District.

On a Motion by Ms. Murphey, seconded by Ms. Kirchner, with all in favor, the Board of Supervisors appointed Vincent Orlando as Board Supervisor serving in Seat 4 with a term of 6/19 - 11/24, for the Lynwood Community Development District.

Ms. Wallace administered the oath of office to Mr. Orlando. Mr. Orlando confirmed that he would like to be compensated for attending meetings.

A brief overview of the Florida Sunshine Law, Chapter 190, and Form 1 requirements was presented. Additional information will be forwarded to the email address provided to Management.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2023-10;
Officers of the District**

On a Motion by Mr. Gomez, seconded by Ms. Goode, with all in favor, the Board of Supervisors approved Resolution 2023-10, naming Debra Goode as Chairman, Tammie Murphy as Vice Chairman, Juan Gomez, Carol, Kirchner, Vincent Orlando, Debby Wallace, and Matthew Huber as Assistant Secretaries, for the Lynwood Community Development District.

NINTH ORDER OF BUSINESS

Supervisor Requests

There were no Supervisor requests put forward.

TENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Murphy, seconded by Mr. Gomez, with all in favor, the Board adjourned the meeting at 11:45 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
July 2023
For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from July 1, 2023 through July 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$ 22,865.63**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

Assistant Secretary

Lynwood Community Development District
Paid Operation & Maintenance Expenditures
July 1, 2023 Through July 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Debra K Goode	100144	DG071423	Board of Supervisor Meeting 07/14/23	\$ 200.00
Fieldstone Landscape Services	100140	20044	Sod and Irrigation Install 06/23	\$ 2,278.65
Fieldstone Landscape Services	100140	20097	Irrigation Repairs 06/23	\$ 1,388.67
Fieldstone Landscape Services	100142	20224	Irrigation repair 07/23	\$ 1,171.68
Fieldstone Landscape Services	100145	20240	Irrigation repair 07/23	\$ 2,944.88
Hillsborough County BOCC	100136	9086894852 6/23	2303 Dandelion St Rclm 06/23	\$ 367.79
Jayman Enterprises, LLC	100141	2630	Service Call Street signs 07/23	\$ 125.00
Juan Gomez	100146	JG 071423	Board of Supervisor Meeting 07/14/23	\$ 200.00
Kelly Evans	100147	KE071423	Board of Supervisor Meeting 07/14/23	\$ 200.00
Lori Campagna	100148	LC071423	Board of Supervisor Meeting 07/14/23	\$ 200.00
Rizzetta & Company, Inc.	100135	INV0000081373	District Management Fees 07/23	\$ 4,184.11
Sitex Aquatics, LLC	100137	7462B	Monthly Lake Maintenance 06/23	\$ 1,050.00

Lynwood Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2023 Through July 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Sitex Aquatics, LLC	100143	7575	Monthly Lake Maintenance 07/23	\$ 1,890.00
Straley Robin Vericker	100149	23292	Legal Services 07/23	\$ 2,742.50
Tammie Murphy	100150	TM 071423	Board of Supervisor Meeting 07/14/23	\$ 200.00
TECO	100151	221008593248 7/23	5524 Rainwood Meadow Dr 3B Solar 07/23	\$ 615.85
TECO	100139	TECO Summary 477 06/23	TECO Summary 06/23	\$ 2,686.00
Times Publishing Company	100138	0000290303 06/21/23	Legal Advertising 06/23	<u>\$ 420.50</u>
Total				<u>\$ 22,865.63</u>