

LYNWOOD COMMUNITY DEVELOPMENT DISTRICT

District Office – Tampa, Florida (813) 933-5571
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www.lynwoodcdd.org

**Board of Supervisors
Lynwood Community
Development District**

October 6, 2023

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Lynwood Community Development District will be held on **Friday, October 13, 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 September 9, 2023 Tab 1
 - B. Consideration of Operations & Maintenance
Expenditures for August 2023..... Tab 2
- 4. BUSINESS ITEMS**
 - A. Consideration of Boundary Fence
Proposals – Amaryllis Garden..... Tab 3
 - B. Ratification of FY 2023-2024 EGIS Insurance Renewal..... Tab 4
 - C. Ratification of FY 2022 Audit..... Tab 5
- 5. STAFF REPORTS**
 - A. Landscape Update
 - B. District Counsel
 - C. District Engineer
 - D. District Manager
- 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, September 8, 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:

Debra Goode	Chairman
Tammie Murphy	Vice- Chair
Carol Kirchner	Assistant Secretary
Juan Gomez	Assistant Secretary
Vincent Orlando	Assistant Secretary

Also present were:

Debby Wallace	District Manager; Rizzetta & Co.
Michael Broadus	District Counsel; Straley Robin Vericker

Audience	None
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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 member in attendance.

THIRD ORDER OF BUSINESS

Consideration of Minutes of Board of Supervisors' Meeting held on August 11, 2023

Ms. Wallace presented the Minutes from the Board of Supervisors' meeting held on August 11, 2023. A few revisions were requested.

On a Motion by Ms. Goode, seconded by Ms. Kirchner, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' meeting held on August 11, 2023, as amended, for the Lynwood Community Development District.

FOURTH ORDER OF BUSINESS

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

Ms. Wallace presented the July 2023 Operation and Maintenance Expenditures to the Board. She updated the Board on the Amaryllis Garden Boundary Fence and that Fieldstone cut back the area behind the fence so that District Engineer could inspect the fence and design a scope of work to collect proposals for repairs. The Board asked that District Engineer provide options to better stabilize the fence for the next meeting.

On a Motion by Ms. Goode, seconded by Mr. Gomez, with all in favor, the Board of Supervisors ratified the July 2023 (\$22,865.63) Operation and Maintenance Expenditures, for the Lynwood Community Development District.

FIFTH ORDER OF BUSINESS

Presentation of Arbitrage Report

Ms. Wallace reviewed the AMTEC arbitrage report for the series 2019 bonds.

On a Motion by Ms. Goode, seconded by Ms. Kirchner with all in favor, the Board of Supervisors ratified the series 2019 arbitrage report dated July 31, 2023, for the Lynwood Community Development District.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Landscape Update

The Board reviewed the report and noted several areas that need attention. They asked that District Management reach out to the Daycare regarding mowing in front of the building, to reach out to Fieldstone regarding trimming Oaks and Magnolias, to provide a proposal to fertilize trees and to trim the grass along the boundary fence behind White Chicory and collect a quote for landscape inspection services, and to request that Fieldstone provide monthly reports with photos.

B. District Counsel

Mr. Broadus discussed the four hours of continuing education for Board members and the Board packet that was mailed to the new Board members.

C. District Engineer

No report.

D. District Manager

Ms. Wallace informed the Board that the next scheduled meeting will be held on Friday, October 13, 2023, at 11:00 a.m. at the offices of Rizzetta & Company located at 2700 S. Falkenburg Road Suite 2745, Riverview, FL 33578.

84 The Board asked District Manger to follow up on landscape items.
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86 **SEVENTH ORDER OF BUSINESS**

Supervisor Requests

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88 Mr. Orlando expressed concern with cars parking on the roads and leaking oil. Ms.
89 Goode will investigate whether the HOA can help with this.
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91 **EIGHTH ORDER OF BUSINESS**

Adjournment

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On a Motion by Ms. Goode, seconded by Ms. Murphy, with all in favor, the Board adjourned the meeting at 12:07 p.m. for the Lynwood Community Development District.

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Assistant Secretary

Chair / Vice Chair

Tab 2

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**Operation and Maintenance Expenditures
August 2023
For Board Approval**

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

The total items being presented: **\$ 27,059.94**

Approval of Expenditures:

_____ Chairperson

____ Vice Chairperson

Assistant Secretary

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

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
AMTEC	100157	8/23/6446	Arbitrage Rebate Calculation Series 2019	\$ 450.00
Brletic Dvorak, Inc.	100155	1174	General Engineer Services 08/23	\$ 760.00
Carol A Kirchner	100158	CK081123	Board of Supervisors Meeting 08/11/23	\$ 200.00
Debra K Goode	100159	DG081123	Board of Supervisors Meeting 08/11/23	\$ 200.00
Fieldstone Landscape Services	100153	20153	Landscape Maintenance 07/23	\$ 4,460.87
Fieldstone Landscape Services	100164	20469	Pond Bank Maintenance 08/23	\$ 6,894.08
Fieldstone Landscape Services	100164	20470	Landscape Maintenance 08/23	\$ 4,460.87
Hillsborough County BOCC	100154	9086894852 7/23	2303 Dandelion St Rclm 07/23	\$ 71.37
Juan Gomez	100160	JG081123	Board of Supervisors Meeting 08/11/23	\$ 200.00
Kelly Evans	100161	KE081123	Board of Supervisors Meeting 08/11/23	\$ 200.00
Lori Campagna	100162	LC081123	Board of Supervisors Meeting 08/11/23	\$ 200.00
Rizzetta & Company, Inc.	100152	INV0000082236	District Management Fees 08/23	\$ 4,184.11
Sitex Aquatics, LLC	100165	7721B	Monthly Lake Maintenance 08/23	\$ 1,890.00

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

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Tammie Murphy	100163	TM081123	Board of Supervisors Meeting 08/11/23	\$ 200.00
TECO	100156	TECO Summary 477 07/23	TECO Summary 07/23	<u>\$ 2,688.64</u>
Total				<u>\$ 27,059.94</u>