



Rizzetta & Company

Lynwood Community Development District

Board of Supervisors' Meeting November 10, 2023

**District Office:
2700 S. Falkenburg Road Suite 2745
Riverview, Florida 33578
813.533.2950**

Lynwoodcdd.org

LYNWOOD COMMUNITY DEVELOPMENT DISTRICT

Rizzetta & Company, 2700 S. Falkenburg Road Suite 2745, Riverview, FL 33578
www.lynwoodcdd.org

Board of Supervisors	Debra Goode	Chair
	Tammie Murphy	Vice-Chair
	Juan Gomez	Assistant Secretary
	Carol Kirchner	Assistant Secretary
	Vincent Orlando	Assistant Secretary
District Manager	Debby Wallace	Rizzetta & Company, Inc.
District Counsel	Michael Broadus	Straley Robin & Vericker
District Engineer	Stephen Brletic	BDI

All cellular phones and pagers must be turned off while in the meeting room.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 533-2950. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) or 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

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

November 3, 2023

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Lynwood Community Development District will be held on **Friday, November 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 October 13, 2023 Tab 1
 - B. Consideration of Operations & Maintenance
Expenditures for September 2023 Tab 2
4. **BUSINESS ITEMS**
 - A. Consideration of Field Inspection Services Proposal Tab 3
 - B. Consideration of RFP Services for Landscape..... Tab 4
 - C. Consideration of Landscape & Irrigation Proposals Tab 5
 - D. Consideration of Boundary Fence
Proposals – Amaryllis Garden..... Tab 6
5. **STAFF REPORTS**
 - A. Landscape & Irrigation Update..... Tab 7
 - B. District Counsel
 - C. District Engineer
 - D. District Manager Tab 8
 - i. Presentation of Website Compliance Report..... Tab 9
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, October 13, 2023, at 11:03 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
Jerry Whited	Representative, BDI (via conf. call)

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 comments from the audience.

THIRD ORDER OF BUSINESS

Consideration of Minutes of Board of Supervisors' Meeting held on September 9, 2023

Ms. Wallace presented the Minutes from the Board of Supervisors' meeting held on September 9, 2023.

On a Motion by Ms. Goode, seconded by Ms. Murphy, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' meeting held on September 9, 2023, for the Lynwood Community Development District.

FOURTH ORDER OF BUSINESS

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

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

On a Motion by Ms. Kirchner, seconded by Mr. Gomez, with all in favor, the Board of Supervisors ratified the August 2023 (\$27,059.94) Operation and Maintenance Expenditures, for the Lynwood Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Bound Fence-
Proposals-Amaryllis Garden**

Mr. Whited reviewed the proposal; will collect more for next meeting agenda.

SIXTH ORDER TO BUSINESS

**Ratification of FY 2023-2024 EGIS
Insurance Renewal**

Ms. Wallace presented the renewal and asked the Board to review the property schedule and forward any additions or changes to her. Ms. Wallace to add boundary fence to property; District Engineer to provide value amounts and Ms. Wallace will get quotes on adding signs.

On a Motion by Ms. Murphy, seconded by Ms. Goode, with all in favor, the Board of Supervisors ratified the Insurance Renewal from EGIS for FY 2023-2024, for the Lynwood Community Development District.

SEVENTH ORDER TO BUSINESS

Ratification of FY 2022 Audit

On a Motion by Mr. Orlando, seconded by Ms. Kirchner, with all in favor, the Board of Supervisors ratified the 2022 Audit for FY 2022, for the Lynwood Community Development District.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Landscape Update

The Board requested proposals for Landscape Inspection Services and a proposal for the cost of bidding out landscape maintenance, should the board want to do so in the future.

B. District Counsel

Mr. Broadus discussed with the Board of Supervisors required ethics courses.

C. District Engineer

No report.

D. District Manager

Ms. Wallace informed the Board that the next scheduled meeting will be held on Friday, November 10, 2023, at 11:00 a.m. at the offices of Rizzetta & Company located at 2700 S. Falkenburg Road Suite 2745, Riverview, FL 33578.

NINTH ORDER OF BUSINESS

Supervisor Requests

There were no requests.

TENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Goode, seconded by Ms. Murphy, with all in favor, the Board adjourned the meeting at 12:12 p.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
September 2023
For Board Approval**

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

The total items being presented: **\$ 36,574.56**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

Assistant Secretary

Lynwood Community Development District
Paid Operation & Maintenance Expenditures
September 1, 2023 Through September 30, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Brletic Dvorak, Inc.	100172	1207	General Engineer Services 08/23	\$ 970.00
Carol A Kirchner	100174	CK090823	Board of Supervisors Meeting 09/08/23	\$ 200.00
Debra K Goode	100175	DG090823	Board of Supervisors Meeting 09/08/23	\$ 200.00
Egis Insurance Advisors, LLC	100176	19506	Policy #100123409 10/01/2023-10/01/2024	\$ 8,281.00
Fieldstone Landscape Services	100166	20596	Irrigation Repairs 08/23	\$ 1,856.33
Fieldstone Landscape Services	100182	20686	Landscape Maintenance 09/23	\$ 4,460.87
Fieldstone Landscape Services	100185	20829	Sod Install 09/23	\$ 140.90
Hillsborough County BOCC	100167	9086894852 8/23	2303 Dandelion St Rclm 08/23	\$ 118.15
Juan Gomez	100177	JG090823	Board of Supervisors Meeting 09/08/23	\$ 200.00

Lynwood Community Development District
Paid Operation & Maintenance Expenditures
September 1, 2023 Through September 30, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta & Company, Inc.	100170	INV0000083220	District Management Fees 09/23	\$ 4,184.11
Sitex Aquatics, LLC	100183	7660B-109	Monthly Lake Maintenance 09/23	\$ 1,890.00
Straley Robin Vericker	100168	23474	Legal Services 08/23	\$ 5,010.00
Tammie Murphy	100178	TM090823	Board of Supervisors Meeting 09/08/23	\$ 200.00
TECO	100169	221008593248 8/23	5524 Rainwood Meadow Dr 3B Solar 08/23	\$ 615.85
TECO	100184	221008593248 9/23	5524 Rainwood Meadow Dr 3B Solar 09/23	\$ 615.85
TECO	100179	TECO Summary 477 08/23	TECO Summary 08/23	\$ 2,693.87
Times Publishing Company	100181	0000305899 09/13/23	Legal Advertising 09/23	\$ 497.00
U.S. Bank	100173	7036710	Trustee Fees Series 2019 08/01/23-07/31/24	\$ 4,040.63
Vincent Orlando	100171	VO081123	Board of Supervisors Meeting 08/11/23	\$ 200.00
Vincent Orlando	100180	VO090823	Board of Supervisors Meeting 09/08/23	\$ 200.00
Report Total				\$ 36,574.56