



Rizzetta & Company

Lynwood Community Development District

**Board of Supervisors' Meeting
February 9, 2024**

**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 Tammie Murphy Juan Gomez Carol Kirchner Vincent Orlando	Chair Vice-Chair Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Debby Wallace Sean Craft	Rizzetta & Company, Inc. 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

February 1, 2024

**Board of Supervisors
Lynwood Community
Development District**

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Lynwood Community Development District will be held on **Friday, February 9, 2024 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 12, 2023 Tab 1
 - B. Consideration of Operations & Maintenance Expenditures for December 2023 Tab 2
- 4. BUSINESS ITEMS**
 - A. Consideration of new Proposal from Fieldstone to clear out area by the west fence line Tab 3
 - B. Consideration of Irrigation Repair Pre-approval Addendum .. Tab 4
 - C. Discussion regarding Investment Options Tab 5
 - D. Notice from EPC..... Tab 6
 - E. Consideration of Mitigation Area Monitoring and Maintenance Proposal Tab 7
 - F. Consideration of Wetland Planting Proposal Tab 8
- 5. STAFF REPORTS**
 - A. Landscape UpdateTab 9
 - B. District Counsel
 - C. District Engineer
 - i. Update regarding fence repairs behind Amaryllis Garden
 - ii. Discussion regarding replacing ornamental plants with sod around ponds
 - D. District Manager. Tab 10
 - i. Presentation of Website Compliance Report..... Tab 11
- 6. AUDIENCE COMMENTS**
- 7. SUPERVISOR REQUESTS**
- 8. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, or need to obtain a copy of the full agenda, please do not hesitate to contact Sean Craft at scraft@rizzetta.com.

Sincerely,

Sean Craft

Sean Craft
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 12, 2024, 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:

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

Also present were:

Debby Wallace	District Manager; Rizzetta & Co.
Sean Craft	District Manager; Rizzetta & Co.
Michael Broadus	District Counsel; Straley Robin Vericker
Liz Moore	Representative, Fieldstone

Audience	None
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FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Mr. Craft 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 members in attendance.

THIRD ORDER OF BUSINESS

Consideration of Minutes of Board of Supervisors' Meeting held on December 8, 2023

Mr. Craft presented the Minutes from the Board of Supervisors' meeting held on December 8, 2023.

On a Motion by Mr. Orlando, seconded by Mr. Gomez, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' meeting held on December 8, 2023, for the Lynwood Community Development District.

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48 **FOURTH ORDER OF BUSINESS**

**Consideration of Operations &
Maintenance Expenditures for
November 2023**

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52 Mr. Craft presented the November 2023 Operation and Maintenance Expenditures
53 to the Board.
54

On a Motion by Ms. Murphy, seconded by Mr. Gomez, with all in favor, the Board of Supervisors ratified the November 2023 (\$19,508.68) Operation and Maintenance Expenditures, for the Lynwood Community Development District.

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57 **FIFTH ORDER OF BUSINESS**

**Discussion Regarding Setting a Date
& Time for Ethics Training**

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60 The Board approved a motion to run two (2) consecutive two (2) hour training
61 sessions to be held immediately following the April 12th regular meeting and the May 10th
62 regular meeting. The training sessions will be advertised as having a 12pm start time, or
63 immediately following the adjournment of the regular meetings scheduled for those dates,
64 and the Board gave additional instruction to have District Management provide lunch for
65 those training sessions at the expense of the Lynwood CDD.
66

On a Motion by Ms. Murphy, seconded by Mr. Orlando, with all in favor, the Board of Supervisors approved the date and time for the Ethics Meeting as referenced above, for the Lynwood Community Development District.

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69 **SIXTH ORDER OF BUSINESS**

**Discussion Regarding Meeting
Schedule Time & Location**

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71
72 The Board agreed to keep the current meeting schedule time and location as is with
73 no changes.
74

75 **SEVENTH ORDER OF BUSINESS**

Discussion Regarding 23/24 Budget

76
77 The Board gave direction to inquire with District Engineer about the ornamental
78 plants surrounding the ponds and determine whether those plants are required to be there,
79 or those areas can be sodded over. District Engineer to report his findings at the February
80 meeting.

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EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2024-01
Re-Designating Officers**

The Board approved Resolution 2024-01 – Re-Designating Officers for the district.

On a Motion by Ms. Murphy, seconded by Mr. Gomez, with all in favor, the Board of Supervisors approved Resolution 2024-01 – Re-Designating Officers, for the Lynwood Community Development District.

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NINTH ORDER OF BUSINESS

**Consideration of Opening Reserve
Fund**

The Board approved a motion to open a reserve fund in the amount of \$20,000 using the same bank they are currently doing business with.

On a Motion by Ms. Murphy, seconded by Ms. Kirchner, with all in favor, the Board of Supervisors approved the opening of a reserve fund in the amount of \$20,000, for the Lynwood Community Development District.

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TENTH ORDER OF BUSINESS

**Consideration of Tree Straightening
Proposal**

The Board approved the proposal from Fieldstone Landscaping to straighten the tree at the east side of the main entrance in the amount of \$1,500.00.

On a Motion by Ms. Murphy, seconded by Mr. Orlando, with all in favor, the Board of Supervisors approved the tree straightening proposal in the amount of \$1,500, for the Lynwood Community Development District.

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ELEVENTH ORDER OF BUSINESS

**Consideration of Trimming Proposal
at Amaryllis Garden**

The Board approved the proposal from Fieldstone Landscaping to trim the area behind the homes on the south side of Amaryllis Garden in the amount of \$1,472.00.

On a Motion by Ms. Murphy, seconded by Mr. Orlando, with all in favor, the Board of Supervisors approved the trimming proposal at Amaryllis Garden in the amount of \$1,472.00, for the Lynwood Community Development District.

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112 **TWELFTH ORDER OF BUSINESS** **Consideration of Irrigation Repairs**
113 **Proposal**
114

115 The Board approved the proposal from Fieldstone Landscaping to perform irrigation
116 repairs in the amount of \$588.20.
117

On a Motion by Mr. Orlando, seconded by Ms. Kirchner, with all in favor, the Board of Supervisors approved the irrigation repairs proposal in the amount of \$588.20, for the Lynwood Community Development District.

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120 **THIRTEENTH ORDER OF BUSINESS** **Consideration of Clearing Proposal at**
121 **West Fence Line**
122

123 The Board gave direction to pay the outstanding invoice of \$952.00 for work
124 already completed while Fieldstone agreed to credit half that amount (\$476.00) back to the
125 district and provide a new proposal to clear out the remainder of the area as their initial
126 effort only managed to clear the areas around approximately 5 homes out of 26.
127

On a Motion by Ms. Murphy, seconded by Mr. Gomez, with all in favor, the Board of Supervisors approved the payment of the outstanding invoice from Fieldstone in the amount of \$952.00 with the agreement of a credit back to the district in the amount of \$476.00 and a new proposal for clearing the areas left, for the Lynwood Community Development District.

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130 **FOURTEENTH ORDER OF BUSINESS** **Staff Reports**
131

132 **A. Landscape Update**

133 The Board reviewed the landscape report.
134

135 **B. District Counsel**

136 Nothing to report.
137

138 **C. District Engineer**

139 Nothing to report.
140

141 **D. District Manager**

142 Mr. Craft reviewed the District Manager's report and informed the Board that
143 the next scheduled meeting will be held on Friday, February 9, 2024, at
144 11:00 a.m. at the offices of Rizzetta & Company located at 2700 S.
145 Falkenburg Road Suite 2745, Riverview, FL 33578.

146 Mr. Craft informed the Board that the Commission on Ethics is now requiring
147 that all Form 1s will be filed electronically this year and each year going
148 forward and that the Board members will receive an e-mail from the

149 Commission on Ethics notifying them of the process and filing deadline of
150 July 1, 2024.

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152 **FIFTEENTH ORDER OF BUSINESS** **Supervisor Requests**

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154 There were no requests.

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157 **SIXTEENTH ORDER OF BUSINESS** **Adjournment**

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On a Motion by Ms. Murphy, seconded by Mr. Gomez, with all in favor, the Board adjourned the meeting at 12:17 p.m. for the Lynwood Community Development District.

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162 _____
Assistant Secretary Chair / Vice Chair

DRAFT

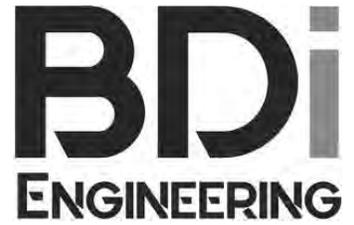
Tab 2

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

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Brletic Dvorak, Inc.	100226	1296	General Engineer Services 11/23	\$ 1,365.00
Carol A Kirchner	100220	CK120823	Board of Supervisors Meeting 12/08/23	\$ 200.00
Debra K Goode	100221	DG120823	Board of Supervisors Meeting 12/08/23	\$ 200.00
Egis Insurance Advisors, LLC	100227	20839	Policy #100122409 10/01/2022- 10/01/2023 - Added Property 12/23	\$ 435.00
Fieldstone Landscape Services	100228	21562	Landscape Maintenance 12/23	\$ 4,460.87
Fieldstone Landscape Services	100228	21628	Irrigation Repairs 11/23	\$ 806.00
Juan Gomez	100222	JG120823	Board of Supervisors Meeting 12/08/23	\$ 200.00
Rizzetta & Company, Inc.	100219	INV0000085748	District Management Fees 12/23	\$ 4,388.26
Tammie Murphy	100223	TM120823	Board of Supervisors Meeting 12/08/23	\$ 200.00
TECO	100224	TECO Summary 477 11/23	TECO Summary 11/23	\$ 2,700.70
Vincent Orlando	100225	120823	Board of Supervisors Meeting 12/08/23	<u>\$ 200.00</u>
Total				<u>\$ 15,155.83</u>

Brletic Dvorak Inc

536 4th Ave South Unit 4
Saint Petersburg, FL 33701 US
+1 8133611466
sbrletic@bdiengineers.com



INVOICE

BILL TO
Lynwood CDD
Rizzetta & Company
3434 Colwell Avenue
Suite 200
Tampa, Florida 33614
United States

INVOICE 1296
DATE 11/30/2023
TERMS Net 30
DUE DATE 12/30/2023

PROJECT NAME
Lynwood CDD

	DESCRIPTION	QTY	RATE	AMOUNT
Project Manager II	[Nov 2 – Nov 30]	6:00	175.00	1,050.00
Senior Inspector	[Nov 3]	1:00	115.00	115.00
Project Manager	[Nov 30]	1:00	200.00	200.00

BALANCE DUE

\$1,365.00





Lynwood COMMUNITY DEVELOPMENT DISTRICT
Nov-23

	<u>HOURS</u>	<u>RATE</u>	<u>PERSON</u>	<u>TOTAL</u>
<u>CDD Activities</u>				
Board Meeting Prep, Attendance, Follow up	1.00	\$200	S. Brletic	\$200.00
Engineer's Reports/Invoicing	2.00	\$175	J. Whited	\$350.00
Fence Maintenance Issue - Site Visit,	4.00	\$175	J. Whited	\$700.00
Correspondence with CDD staff	1.00	\$115	J. Whited	\$115.00
INVOICE TOTAL	8.00			\$1,365.00

Lynwood CDD
Meeting Date: December 8, 2023

SUPERVISOR PAY REQUEST

Name of Board Supervisor	Check if Paid
Carol Kirchner	✓
Debra Goode	✓
Vincent Orlando	✓
Tammie Murphy MURPHY	✓
Juan Gomez GOMEZ	✓

(*) Does not get paid

NOTE: Supervisors are only paid if checked present.

EXTENDED MEETING TIMECARD

Meeting Start Time:	11:01am
Meeting End Time:	12:32pm
Total Meeting Time:	1hr 31min

Time Over (3) Hours:	
----------------------	--

Total at \$175 per Hour:	\$0.00
--------------------------	--------

ADDITIONAL OR CONTINUED MEETING TIMECARD

Meeting Date:	
Additional or Continued Meeting?	
Total Meeting Time:	
Total at \$175 per Hour:	\$0.00

Business Mileage Round Trip	
IRS Rate per Mile	\$0.655
Mileage to Charge	\$0.00

DM Signature: 

RECEIVED
12.12.23



INVOICE

Customer	Lynwood Community Development District
Acct #	948
Date	12/19/2023
Customer Service	Kristina Rudez
Page	1 of 1

Lynwood Community Development District
 c/o Rizzetta & Company
 3434 Colwell Ave, Suite 200
 Tampa, FL 33614

Payment Information	
Invoice Summary	\$ 435.00
Payment Amount	\$435.00
Payment for:	Invoice#20839
100123409	

Thank You

Please detach and return with payment



Customer: Lynwood Community Development District

Invoice	Effective	Transaction	Description	Amount
20839	12/18/2023	Policy change	Policy #100123409 10/01/2023-10/01/2024 Florida Insurance Alliance Package - Added Property Due Date: 12/19/2023	435.00

RECEIVED
 12.19.23

				Total
				\$ 435.00

Thank You

FOR PAYMENTS SENT OVERNIGHT:
 Bank of America Lockbox Services, Lockbox 748555, 6000 Feldwood Rd. College Park, GA 30349

Remit Payment To: Egis Insurance Advisors	(321)233-9939	Date
P.O. Box 748555	sclimer@egisadvisors.com	12/19/2023
Atlanta, GA 30374-8555		



4801 122nd Avenue North
Clearwater, FL 33762

Invoice 21562

Date	PO#
12/01/23	
SalesRep	Terms
Robert Williamson	Net 30

Bill To
Lynwood CDD c/o Rizzetta & Company 3434 Colwell Ave, Suite 200 Tampa, FL 33614

Property Address
Lynwood CDD 5134 White Chicory Dr Apollo Beach, FL 33572

Item	Qty / UOM	Rate	Ext. Price	Amount
#16249 - Lynwood Landscape Management Services Renewal Contract #16249-2023 December 2023			\$4,460.87	\$4,460.87

Addendum to Contract adding
Maintenance around bridge.

RECEIVED
12.01.23

Sales Tax	\$0.00
Grand Total	\$4,460.87

We wanted to share with you our new customer portal. This will allow you to manage your account online by having access to: viewing proposals and being able to electronically sign for new proposed work, viewing and submitting issues, as well as viewing and electronically paying your invoices.

To register, please use the following link: Fieldstone.PropertyServicePortal.com

Thank you so much and we look forward to assisting you with this great new feature we're able to offer. If you have any issues, please contact accountsreceivable@fieldstonels.com

Phone #	Fax #	E-mail	Web Site
(727) 822-7866	(727) 269-5490	accounting@fieldstonels.com	www.fieldstonels.com



4801 122nd Avenue North
Clearwater, FL 33762

Invoice 21628

Date	PO#
12/07/23	
SalesRep	Terms
Elizabeth Moore	Net 30

Bill To
Lynwood CDD c/o Rizzetta & Company 3434 Colwell Ave, Suite 200 Tampa, FL 33614

Property Address
Lynwood CDD 5134 White Chicory Dr Apollo Beach, FL 33572

Item	Qty / UOM	Rate	Ext. Price	Amount
#17028 - Irrigation inspection repairs from October 2023 inspection			\$806.00	\$806.00

Complete the following Irrigation Repairs: repairs from October Inspection 2023

Repair 6 drips leaks/ breaks throughout property - 5 are located on the entrance controller and 1 on traffic circle

Replace 1 clogged nozzle on entrance controller

Repair 2 broken spray heads/ lateral line breaks

Raise Spray head at entrance controller

Irrigation Repairs - 11/29/2023

Drip Line Repair Kit (Kit)	6.00Hrs	\$5.00
Hunter Rotor Kit (Kit)	1.00Hrs	\$75.00
Hunter Spray Kit - 4" (Kit)	1.00Hrs	\$27.00
Irrigation Technician (Labor)	7.00Hrs	\$90.00
Lateral Line Repair Kit - 1 1/2" (Kit)	2.00Hrs	\$22.00

\$806.00

RECEIVED
12.07.23

Sales Tax	\$0.00
Grand Total	\$806.00

We wanted to share with you our new customer portal. This will allow you to manage your account online by having access to: viewing proposals and being able to electronically sign for new proposed work, viewing and submitting issues, as well as viewing and electronically paying your invoices.

To register, please use the following link: Fieldstone.PropertyServicePortal.com

Thank you so much and we look forward to assisting you with this great new feature we're able to offer. If you have any issues, please contact accountsreceivable@fieldstonels.com

Phone #	Fax #	E-mail	Web Site
(727) 822-7866	(727) 269-5490	accounting@fieldstonels.com	www.fieldstonels.com

Lynwood CDD
10/27/23-11/29/23
Statement Date: 12/4/23
Due Date: 12/27/23

<u>Acct #</u>	<u>Billing Date</u>	<u>Service Address</u>	<u>Code</u>	<u>Amount</u>
211018276116	12/5/2023	2282 NE 19th Av Columns	1-53100-4301	\$ 39.03
211018542954	12/5/2023	Lynwood Subd on 19th Av Lights	1-53100-4307	\$ 1,341.31
211018619067	12/5/2023	2398 NE 19th Av Sign	1-53100-4301	\$ 38.25
221008015820	12/4/2023	Lynwood Ph2 on 19th Av Lights	1-53100-4307	\$ 887.60
221008163679	12/4/2023	Lynwood Ph3 on 19th Av	1-53100-4307	\$ 394.51

TOTAL \$ 2,700.70

1-53100-4307 \$ 2,623.42

1-53100-4301 \$ 77.28

\$ 2,700.70



LYNWOD COMMUNITY DEVELOPMENT
 2282 NE 19TH AVE, COLUMNS
 APOLLO BEACH, FL 33572

Statement Date: December 05, 2023

Amount Due:	\$39.03
Due Date: December 27, 2023	
Account #: 211018276116	

Account Summary

Current Service Period: October 28, 2023 - November 29, 2023	
Previous Amount Due	\$33.79
Payment(s) Received Since Last Statement	-\$33.79
Current Month's Charges	\$39.03
Amount Due by December 27, 2023	\$39.03

Amount not paid by due date may be assessed a late payment charge and an additional deposit.

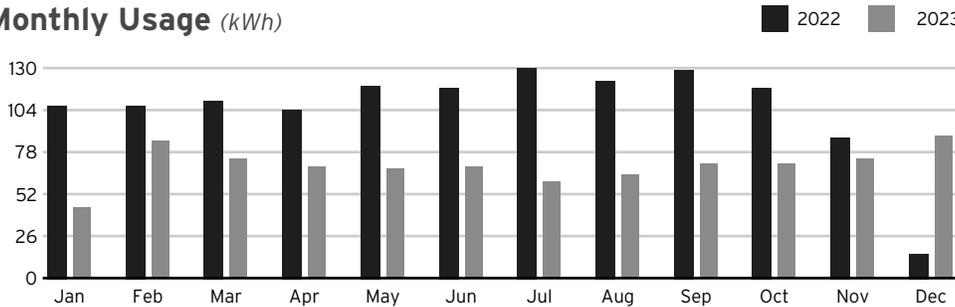


Your Energy Insight

- Your average daily kWh used was **650% higher** than the same period last year.
- Your average daily kWh used was **0% higher** than it was in your previous period.

Scan here to view your account online.

Monthly Usage (kWh)



Learn about your newly redesigned bill and get deeper insights about your usage by visiting TECOaccount.com

To ensure prompt credit, please return stub portion of this bill with your payment.



Account #: 211018276116

Due Date: December 27, 2023

Pay your bill online at TampaElectric.com
 See reverse side of your paystub for more ways to pay.

Go Paperless, Go Green! Visit TampaElectric.com/Paperless to enroll now.

Amount Due:	\$39.03
Payment Amount: \$ _____	

683482658369

LYNWOD COMMUNITY DEVELOPMENT
 3434 COLWELL AVE, STE 200
 TAMPA, FL 33614-8390

Mail payment to:
 TECO
 P.O. BOX 31318
 TAMPA, FL 33631-3318

Make check payable to: TECO
 Please write your account number on the memo line of your check.

6834826583692110182761160000000039038



Service For:
2282 NE 19TH AVE
COLUMNS, APOLLO BEACH, FL 33572

Account #: 211018276116
Statement Date: December 05, 2023
Charges Due: December 27, 2023

Meter Read

Meter Location: ENTRY LIGHTS

Service Period: Oct 28, 2023 - Nov 29, 2023

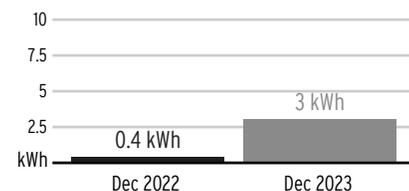
Rate Schedule: General Service - Non Demand

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000577369	11/29/2023	3,299		3,211		88 kWh	1	33 Days

Charge Details

Electric Charges		
Daily Basic Service Charge	33 days @ \$0.75000	\$24.75
Energy Charge	88 kWh @ \$0.07990/kWh	\$7.03
Fuel Charge	88 kWh @ \$0.05239/kWh	\$4.61
Storm Protection Charge	88 kWh @ \$0.00400/kWh	\$0.35
Clean Energy Transition Mechanism	88 kWh @ \$0.00427/kWh	\$0.38
Storm Surcharge	88 kWh @ \$0.01061/kWh	\$0.93
Florida Gross Receipt Tax		\$0.98
Electric Service Cost		\$39.03

Avg kWh Used Per Day



Important Messages

Total Current Month's Charges

\$39.03

For more information about your bill and understanding your charges, please visit [TampaElectric.com](https://www.tampaelectric.com)

Ways To Pay Your Bill



Bank Draft

Visit [TECOaccount.com](https://www.tecoaccount.com) for free recurring or one time payments via checking or savings account.



In-Person

Find list of Payment Agents at [TampaElectric.com](https://www.tampaelectric.com)



Mail A Check

Payments:
TECO
P.O. Box 31318
Tampa, FL 33631-3318
Mail your payment in the enclosed envelope.



Credit or Debit Card

Pay by credit Card using KUBRA EZ-Pay at [TECOaccount.com](https://www.tecoaccount.com). Convenience fee will be charged.



Phone

Toll Free: **866-689-6469**

All Other

Correspondences:
Tampa Electric
P.O. Box 111
Tampa, FL 33601-0111

Contact Us

Online:

[TampaElectric.com](https://www.tampaelectric.com)

Phone:

Commercial Customer Care:
866-832-6249

Residential Customer Care:

813-223-0800 (Hillsborough)
863-299-0800 (Polk County)
888-223-0800 (All Other Counties)

Hearing Impaired/TTY:

7-1-1

Power Outage:

877-588-1010

Energy-Saving Programs:

813-275-3909

Please Note: If you choose to pay your bill at a location not listed on our website or provided by Tampa Electric, you are paying someone who is not authorized to act as a payment agent at Tampa Electric. You bear the risk that this unauthorized party will relay the payment to Tampa Electric and do so in a timely fashion. Tampa Electric is not responsible for payments made to unauthorized agents, including their failure to deliver or timely deliver the payment to us. Such failures may result in late payment charges to your account or service disconnection.



LYNWOD COMMUNITY DEVELOPMENT
LYNWOD SUBDIVISION ON 19TH AVE, LIGHTS
APOLLO BEACH, FL 33570

Statement Date: December 05, 2023

Amount Due:	\$1,341.31
Due Date:	December 27, 2023
Account #:	211018542954

Account Summary

Current Service Period: October 28, 2023 - November 29, 2023	
Previous Amount Due	\$1,341.31
Payment(s) Received Since Last Statement	-\$1,341.31
Current Month's Charges	\$1,341.31
Amount Due by December 27, 2023	\$1,341.31

Amount not paid by due date may be assessed a late payment charge and an additional deposit.




Scan here to view your account online.



Learn about your newly redesigned bill and get deeper insights about your usage by visiting TECOaccount.com



To ensure prompt credit, please return stub portion of this bill with your payment.

Account #: 211018542954
Due Date: December 27, 2023

 **Pay your bill online at TampaElectric.com**
See reverse side of your paystub for more ways to pay.

Go Paperless, Go Green! Visit TampaElectric.com/Paperless to enroll now.

Amount Due:	\$1,341.31
Payment Amount:	\$ _____

681013531578

LYNWOD COMMUNITY DEVELOPMENT
3434 COLWELL AVE, STE 200
TAMPA, FL 33614-8390

Mail payment to:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318

Make check payable to: TECO
Please write your account number on the memo line of your check.

6810135315782110185429540000001341314



Service For:
LYNNWOOD SUBDIVISION ON 19TH AVE
LIGHTS, APOLLO BEACH, FL 33570

Account #: 211018542954
Statement Date: December 05, 2023
Charges Due: December 27, 2023

Service Period: Oct 28, 2023 - Nov 29, 2023

Rate Schedule: Lighting Service

Charge Details

 Electric Charges		
Lighting Service Items LS-1 (Bright Choices) for 33 days		
Lighting Energy Charge	494 kWh @ \$0.03511/kWh	\$17.34
Fixture & Maintenance Charge	26 Fixtures	\$424.32
Lighting Pole / Wire	28 Poles	\$778.12
Lighting Fuel Charge	494 kWh @ \$0.05169/kWh	\$25.53
Storm Protection Charge	494 kWh @ \$0.01466/kWh	\$7.24
Clean Energy Transition Mechanism	494 kWh @ \$0.00036/kWh	\$0.18
Storm Surcharge	494 kWh @ \$0.00326/kWh	\$1.61
Florida Gross Receipt Tax		\$1.33
Franchise Fee		\$82.25
Municipal Public Service Tax		\$3.39
Lighting Charges		\$1,341.31

Total Current Month's Charges \$1,341.31

Important Messages

Lower bills starting January 2024
The Florida Public Service Commission (PSC) approved Tampa Electric's request for 2024 rates. Effective in January, the typical residential customer's monthly energy bill will decrease by about 11 percent, or \$17.65, to \$143.48 for 1,000 kilowatt-hours (kWh) of use, down from the \$161.13 customers pay today. Commercial and industrial customers will see a decrease between 10 percent and 18 percent, depending on usage. Tampa Electric bills will be below the national average and among the lowest in Florida. Visit TampaElectric.com/RateCommunications to learn more.

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-  **Mail A Check**
Payments:
TECO
P.O. Box 31318
Tampa, FL 33631-3318
Mail your payment in the enclosed envelope.
-  **Credit or Debit Card**
Pay by credit Card using KUBRA EZ-Pay at TECOaccount.com. Convenience fee will be charged.
-  **Phone**
Toll Free: **866-689-6469**
- All Other Correspondences:**
Tampa Electric
P.O. Box 111
Tampa, FL 33601-0111

Contact Us

- Online:** TampaElectric.com
- Phone:** **Commercial Customer Care:** 866-832-6249
- Residential Customer Care:** 813-223-0800 (Hillsborough)
863-299-0800 (Polk County)
888-223-0800 (All Other Counties)
- Hearing Impaired/TTY:** 7-1-1
- Power Outage:** 877-588-1010
- Energy-Saving Programs:** 813-275-3909

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LYNWOD COMMUNITY DEVELOPMENT
 2398 NE 19TH AVE, SIGN
 APOLLO BEACH, FL 33572

Statement Date: December 05, 2023

Amount Due:	\$38.25
Due Date: December 27, 2023	
Account #: 211018619067	

Account Summary

Current Service Period: October 28, 2023 - November 29, 2023	
Previous Amount Due	\$32.99
Payment(s) Received Since Last Statement	-\$32.99
Current Month's Charges	\$38.25
Amount Due by December 27, 2023	\$38.25

Amount not paid by due date may be assessed a late payment charge and an additional deposit.



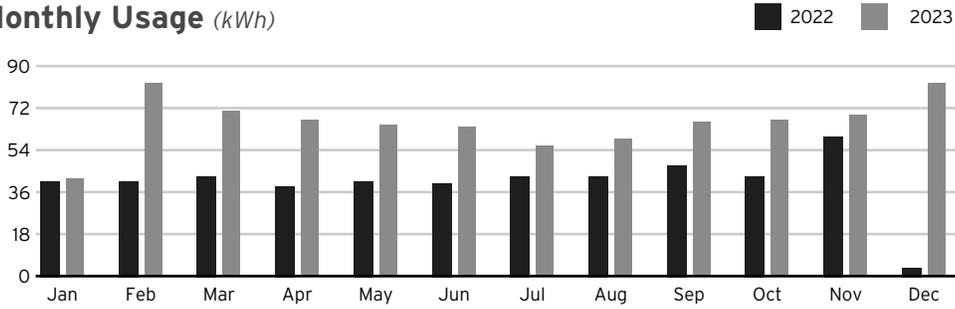
Your Energy Insight

- Your average daily kWh used was **2900% higher** than the same period last year.
- Your average daily kWh used was **50% higher** than it was in your previous period.



Scan here to view your account online.

Monthly Usage (kWh)



Learn about your newly redesigned bill and get deeper insights about your usage by visiting TECOaccount.com



To ensure prompt credit, please return stub portion of this bill with your payment.

Account #: 211018619067
Due Date: December 27, 2023

Pay your bill online at TampaElectric.com
 See reverse side of your paystub for more ways to pay.

Go Paperless, Go Green! Visit TampaElectric.com/Paperless to enroll now.

Amount Due:	\$38.25
Payment Amount: \$ _____	

677309837494

LYNWOD COMMUNITY DEVELOPMENT
 3434 COLWELL AVE, STE 200
 TAMPA, FL 33614-8390

Mail payment to:
 TECO
 P.O. BOX 31318
 TAMPA, FL 33631-3318

Make check payable to: TECO
 Please write your account number on the memo line of your check.

677309837494211018619067000000038257



Service For:
2398 NE 19TH AVE
SIGN, APOLLO BEACH, FL 33572

Account #: 211018619067
Statement Date: December 05, 2023
Charges Due: December 27, 2023

Meter Read

Service Period: Oct 28, 2023 - Nov 29, 2023

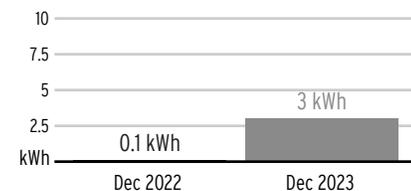
Rate Schedule: General Service - Non Demand

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000829735	11/29/2023	1,422		1,339		83 kWh	1	33 Days

Charge Details

Electric Charges		
Daily Basic Service Charge	33 days @ \$0.75000	\$24.75
Energy Charge	83 kWh @ \$0.07990/kWh	\$6.63
Fuel Charge	83 kWh @ \$0.05239/kWh	\$4.35
Storm Protection Charge	83 kWh @ \$0.00400/kWh	\$0.33
Clean Energy Transition Mechanism	83 kWh @ \$0.00427/kWh	\$0.35
Storm Surcharge	83 kWh @ \$0.01061/kWh	\$0.88
Florida Gross Receipt Tax		\$0.96
Electric Service Cost		\$38.25

Avg kWh Used Per Day



Important Messages

Total Current Month's Charges

\$38.25

For more information about your bill and understanding your charges, please visit TampaElectric.com

Ways To Pay Your Bill



Bank Draft

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P.O. Box 31318
Tampa, FL 33631-3318
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Credit or Debit Card

Pay by credit Card using KUBRA EZ-Pay at TECOaccount.com. Convenience fee will be charged.



Phone

Toll Free: **866-689-6469**

All Other

Correspondences:
Tampa Electric
P.O. Box 111
Tampa, FL 33601-0111

Contact Us

Online:

TampaElectric.com

Phone:

Commercial Customer Care:
866-832-6249

Residential Customer Care:

813-223-0800 (Hillsborough)
863-299-0800 (Polk County)
888-223-0800 (All Other Counties)

Hearing Impaired/TTY:

7-1-1

Power Outage:

877-588-1010

Energy-Saving Programs:

813-275-3909

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LYNWOOD COMMUNITY DEVELOPMENT
LYNWOOD PH 2 ON 19TH AVE, LIGHTS
APOLLO BEACH, FL 33570

Statement Date: December 04, 2023

Amount Due: \$887.60

Due Date: December 27, 2023

Account #: 221008015820

Account Summary

Current Service Period: October 27, 2023 - November 28, 2023	
Previous Amount Due	\$887.60
Payment(s) Received Since Last Statement	-\$887.60
Current Month's Charges	\$887.60
Amount Due by December 27, 2023	\$887.60

Amount not paid by due date may be assessed a late payment charge and an additional deposit.



Scan here to view your account online.



Learn about your newly redesigned bill and get deeper insights about your usage by visiting TECOaccount.com



To ensure prompt credit, please return stub portion of this bill with your payment.

Account #: 221008015820

Due Date: December 27, 2023



Pay your bill online at TampaElectric.com

See reverse side of your paystub for more ways to pay.

Go Paperless, Go Green! Visit TampaElectric.com/Paperless to enroll now.

Amount Due: \$887.60

Payment Amount: \$ _____

664964181990

LYNWOOD COMMUNITY DEVELOPMENT
3434 COLWELL AVE, STE 200
TAMPA, FL 33614-8390

Mail payment to:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318

Make check payable to: TECO
Please write your account number on the memo line of your check.

6649641819902210080158200000000887601



Service For:
LYNWOOD PH 2 ON 19TH AVE
LIGHTS, APOLLO BEACH, FL 33570

Account #: 221008015820
Statement Date: December 04, 2023
Charges Due: December 27, 2023

Service Period: Oct 27, 2023 - Nov 28, 2023

Rate Schedule: Lighting Service

Charge Details

⚡ Electric Charges		
Lighting Service Items LS-1 (Bright Choices) for 33 days		
Lighting Energy Charge	342 kWh @ \$0.03511/kWh	\$12.01
Fixture & Maintenance Charge	18 Fixtures	\$293.76
Lighting Pole / Wire	18 Poles	\$500.22
Lighting Fuel Charge	342 kWh @ \$0.05169/kWh	\$17.68
Storm Protection Charge	342 kWh @ \$0.01466/kWh	\$5.01
Clean Energy Transition Mechanism	342 kWh @ \$0.00036/kWh	\$0.12
Storm Surcharge	342 kWh @ \$0.00326/kWh	\$1.11
Florida Gross Receipt Tax		\$0.92
Franchise Fee		\$54.42
Municipal Public Service Tax		\$2.35
Lighting Charges		\$887.60

Total Current Month's Charges \$887.60

Important Messages

Lower bills starting January 2024
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- Hearing Impaired/TTY:**
7-1-1
- Power Outage:**
877-588-1010
- Energy-Saving Programs:**
813-275-3909

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LYNWOOD COMMUNITY DEVELOPMENT
LYNWOOD PH 3 ON 19TH AVE
APOLLO BEACH, FL 33572

Statement Date: December 04, 2023

Amount Due:	\$394.51
Due Date:	December 27, 2023
Account #:	221008163679

Account Summary

Current Service Period: October 27, 2023 - November 28, 2023	
Previous Amount Due	\$394.51
Payment(s) Received Since Last Statement	-\$394.51
Current Month's Charges	\$394.51
Amount Due by December 27, 2023	\$394.51

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Account #: 221008163679
Due Date: December 27, 2023

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See reverse side of your paystub for more ways to pay.

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Amount Due:	\$394.51
Payment Amount:	\$ _____

664964181991

LYNWOOD COMMUNITY DEVELOPMENT
9428 CAMDEN FIELD PKWY
RIVERVIEW, FL 33578

Mail payment to:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318

Make check payable to: TECO
Please write your account number on the memo line of your check.

6649641819912210081636790000000394515



Service For:
 LYWOOD PH 3 ON 19TH AVE
 APOLLO BEACH, FL 33572

Account #: 221008163679
Statement Date: December 04, 2023
Charges Due: December 27, 2023

Service Period: Oct 27, 2023 - Nov 28, 2023

Rate Schedule: Lighting Service

Charge Details

⚡ Electric Charges		
Lighting Service Items LS-1 (Bright Choices) for 33 days		
Lighting Energy Charge	152 kWh @ \$0.03511/kWh	\$5.34
Fixture & Maintenance Charge	8 Fixtures	\$130.56
Lighting Pole / Wire	8 Poles	\$222.32
Lighting Fuel Charge	152 kWh @ \$0.05169/kWh	\$7.86
Storm Protection Charge	152 kWh @ \$0.01466/kWh	\$2.23
Clean Energy Transition Mechanism	152 kWh @ \$0.00036/kWh	\$0.05
Storm Surcharge	152 kWh @ \$0.00326/kWh	\$0.50
Florida Gross Receipt Tax		\$0.41
Franchise Fee		\$24.19
Municipal Public Service Tax		\$1.05
Lighting Charges		\$394.51

Total Current Month's Charges \$394.51

Important Messages

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Tab 3



Date: January 26, 2024
Proposal #: 17917

QUOTATION

Mailing Address

Rizzetta & Company
3434 Colwell Ave, Suite 200
Tampa, FL 33614

Home Phone:

Job Address

Lynwood CDD
5134 White Chicory Drive
Apollo Beach, FL 33572

Business Phone: 813-994-1001

Job Summary:

Complete the following scope of work for the completion of the West Fence line Clean-up

Estimate to finish clearing the West Fence Line -

Thick Brush and tree removal along the West Fence line.

Remove thick brush and trees growing within 3' of fence.

Contractor will use line trimmers and chain saws to cut down overgrowth within 3' of fenceline.

After area is cleaned we will spray area with herbicide to reduce or slow any weed growth.

Debris clean up is not included.



Quote Total: \$3,541.38

Terms & Conditions

Acceptance of Work

- **Fieldstone Landscape Services, LLC (Contractor)** and **Lynwood CDD (Client)** agree to services, conditions, materials, and total dollar amount.
- Contractor will commence the Work at the agreed time and place, and continue such Work diligently and without delay, in a good and workmanlike manner, and in strict conformity with the specifications and requirements contained herein and in any related Order.

Payment Terms and Conditions

- The client is subject to a Progress Billing & Payment Schedule based on the total size of the proposed project. Payment Schedule may include up to a 50% Deposit to schedule work.
- Client agrees to pay the balance before the due date on final invoice to avoid 1.5% penalty for late payment.

Procedure for Extra Work and Changes

- If it shall become necessary for the Contractor to make changes in any designs, drawings, plans, reports, or specifications for any part of the project or reasons over which Contractor has no control, or are put to any extra work, cost or expense by reason of any act or matter over which it has no control, the Client will pay to the Contractor a fee for such changed or extra Work calculated on a time and materials basis.
- All changes to Work or pricing or the terms of this Agreement will be read and understood within the context and meanings of this Agreement unless stated explicitly to the contrary.
- Extras to the Contract are payable by the Client forthwith upon receipt of the Contractor's invoice.

Warranty and Tolerances

- **Payments Received:** The Warranty for the contract is only valid if payment is received in full on acceptance of the work.
- **Diligence:** the Contractor agrees to carry out its Work diligently and to provide sufficient supervision and inspection of its staff and subcontractors and that it's work will be of proper and professional quality, and in full conformity with the requirements of the contract.
- **Site Unknowns:** It is the responsibility of the Client or the Client's Representative to fully inform the Contractor of all the information regarding site unknowns that may include difficult buried materials, cables, and pipes, tree stumps, drainage or water table issues, rock, and shale sub-surfaces and/or other impediments, issues or factors that could otherwise impact the quality, cost, and timeliness of project completion. Failure to notify the Contractor may lead to additional costs to the Client (at the Contractor's discretion) and schedule time not included in the Quotation and may require changes in design and construction to overcome such problems – all for which the Client will be responsible.
- **Underground Utilities:** Should damage occur to utilities during construction, the Contractor is only liable for the cost of the repair. the Contractor is not liable in any way for inconvenience to the Client caused by damage to the utilities. Damage to neighbor's utilities on the Client's property is the responsibility of the Client.

Material Tolerances

- **Landscape:** Contractor warrants the installation, workmanship, and material. Material is guaranteed to be true to name and maintain a healthy condition except for normal shock of installation.
 - **Hardwood & Palm Trees:** (6) Months
 - **Plants/Shrubs/Ornamentals/Groundcover:** (3) Months
 - **Sod:** (30) Days
 - **Seasonal Annual Flowers:** (30) Days
- **Irrigation/Drainage/Lighting:** Contractor warrants the installation, workmanship, design, and

materials employed in connection with the underground irrigation system for six (6) months following installation completion.

- Stone: Natural stone has color variations that vary from stone to stone. In addition, mineral deposits such as lime, iron, etc. can change the stone and even bleed. This is the nature of the product, and the Client accepts this as a natural and acceptable quality of the stone.
- The warranty is not valid on relocated material, annuals and any existing irrigation, drainage, and lighting systems. Warranty is not valid on new plant material or sod installed without automatic irrigation. Warranty does not cover damage from pests or disease encountered on site, act of God, or damaged caused by others. Failure of water or power source not caused by Contractor will void warranty.

Signature: _____ **Date:** _____
Rizzetta & Company

We wanted to share with you our new customer portal. This will allow you to manage your account online by having access to: viewing proposals and being able to electronically sign for new proposed work, viewing and submitting issues, as well as viewing and electronically paying your invoices.

To register, please use the following link: Fieldstone.PropertyServicePortal.com

Thank you so much and we look forward to assisting you with this great new feature we're able to offer. If you have any issues, please contact accountsreceivable@fieldstonels.com

Tab 4



FIELDSTONE

January 29, 2024

Debby Wallace – Regional Manager
Rizzetta & Company, Inc.
3434 Colwell Avenue, Unit #200
Tampa, FL 33614

RE: Lynwood CDD Landscape Management Contract Addendum – Monthly Irrigation Repair Pre-Approval

This Contract Addendum ("Addendum") is entered into by and between Fieldstone Landscape Services, LLC ("Contractor") and Lynwood CDD ("Client"). The Contractor and Client collectively may be referred to as the "Parties."

1. **PURPOSE OF ADDENDUM:** This Addendum is intended to modify the existing contract between the Parties dated March 1, 2024, by incorporating provisions related to Monthly Irrigation Repair Pre-Approval.
2. **MONTHLY IRRIGATION REPAIR PRE-APPROVAL:** In addition to the original terms of the contract, the Parties agree to implement a Monthly Irrigation Repair Pre-Approval to ensure necessary repairs are completed efficiently to prevent irrigation interruptions and/or landscape material decline.
3. **ALLOWANCE:** The Parties agree to establish an allowance for monthly irrigation repairs. The allowance is set at \$500.00 and will cover the pre-approved repair costs for the month. Any repair costs exceeding the allowance shall require written approval from the Client before the Contractor proceeds with the repairs.
4. **DOCUMENTATION:** The Contractor shall submit detailed estimates and documentation for each proposed irrigation repair, outlining the scope of work, materials, and associated costs. The Client shall review and approve these estimates before any repairs are initiated.
5. **TIMELINE:** The Monthly Irrigation Repair Pre-Approval process shall commence on March 1, 2024. The Parties acknowledge that the Pre-Approval process will be an ongoing part of the contract until further notice or agreement.
6. **INVOICING:** The Contractor shall submit invoices for approved irrigation repairs promptly upon completion of the work. Invoices shall include detailed information on the repairs performed, the date of completion, and any supporting documentation.
7. **AMENDMENT TO ORIGINAL CONTRACT:** This Addendum hereby amends the original contract dated [Original Contract Date]. All other terms and conditions of the original contract not modified by this Addendum shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have executed this Contract Addendum as of the date first above written.

CONTRACTOR:

Fieldstone Landscape Services, LLC

Bobby Williamson
Signature

Bobby Williamson, Vice President
Name

01/29/2024
Date

Client:

Lynwood CDD

Signature

Name

Date

Tab 5

RESOLUTION 2019-11

A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNWOOD COMMUNITY DEVELOPMENT DISTRICT, ADOPTING INVESTMENT GUIDELINES FOR INVESTING PUBLIC FUNDS IN EXCESS OF AMOUNTS NEEDED TO MEET CURRENT OPERATING EXPENSES, IN ACCORDANCE WITH SECTION 218.415(17), FLORIDA STATUTES; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Lynwood Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Hillsborough County, Florida; and

WHEREAS, the District's Board of Supervisors (the "Board") is required to adopt investment guidelines in accordance with Section 218.415, Florida Statutes; and

WHEREAS, the Board desires to adopt investment guidelines for the investment of public funds in excess of amounts needed to meet current operating expenses, in accordance with Section 218.415, Florida Statutes.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF LYNWOOD COMMUNITY DEVELOPMENT DISTRICT:

Section 1. ADOPTION OF ALTERNATIVE INVESTMENT GUIDELINES. The District hereby adopts the alternative investment guidelines for the investment of public funds in excess of the amounts needed to meet current operating expenses, in accordance with Section 218.415(17), Florida Statutes. The District may invest in the following instruments and may divest itself of investments, at prevailing prices or rates:

- a. The Local Government Surplus Trust Fund, or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act, as provided in Section 163.01, Florida Statutes.
- b. Securities and Exchange Commission registered money market funds with the highest quality rating from a nationally recognized rating agency.
- c. Interest-bearing time deposits or savings accounts in qualified public depositories, as defined in Section 280.02, Florida Statutes.
- d. Direct obligations of the U.S. Treasury.

Securities listed in paragraphs c. and d. shall be invested to provide sufficient liquidity to pay obligations as they come due.

Section 2. EFFECTIVE DATE. This Resolution shall take effect immediately upon its adoption, and any provisions of any previous resolutions in conflict with the provisions hereof are hereby superseded.

PASSED AND ADOPTED THIS 5TH DAY OF APRIL, 2019.

LYNWOOD COMMUNITY
DEVELOPMENT DISTRICT



CHAIRMAN / VICE CHAIRMAN

ATTEST:



SECRETARY / ASSISTANT SECRETARY

Tab 6

COMMISSION

Gwendolyn "Gwen" W. Myers CHAIR
Harry Cohen VICE-CHAIR
Donna Cameron Cepeda
Ken Hagan
Pat Kemp
Michael Owen
Joshua Wostal



DIRECTORS

Janet D. Lorton EXECUTIVE DIRECTOR
Elaine S. DeLeeuw ADMIN DIVISION
Sam Elrabi, P.E. WATER DIVISION
Diana M. Lee, P.E. AIR DIVISION
Michael Lynch WETLANDS DIVISION
Rick Muratti, Esq. LEGAL DEPT
Steffanie L. Wickham WASTE DIVISION

January 22, 2024

Sent Via Email

Lennar
c/o Parker Hirons
(parker.hirons@lennar.com)
4301 W Boy Scout Blvd. Suite 600
Tampa, FL 33607

SUBJECT: EPC COMPLIANCE PROJECT #1289/ LEISEY SUBDIVISION PHASE 1 AKA LYNWOOD WETLANDS MITIGATION/ RESULTS OF NOVEMBER 2023 COMPLIANCE INSPECTION/ REQUIRED CORRECTIVE ACTIONS / STR 33-31-19

Dear Mr. Hirons:

EPC staff conducted a compliance inspection of the subject mitigation area on November 21, 2023. The inspection revealed that nuisance plant coverage in the mitigation area was greater than the maximum allowable coverage of 5%. The nuisance coverage was found to primarily include Cattails, (*Typha sp.*) Maintenance is needed in order to reduce the overall nuisance plant coverage to an acceptable level.

Additionally, the inspection further revealed that the overall coverage of beneficial wetland vegetation is approximately between 10 and 50% within the subject wetland mitigation area. Please be aware that EPC requires the mitigation area have 85% coverage of beneficial wetland plant species prior to the release of the site from the monitoring and maintenance requirements. Supplemental planting will be required in order for the site to reach this requirement within a reasonable period of time.

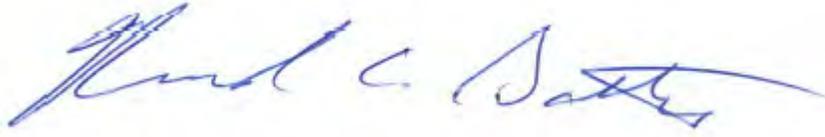
Corrective Action: Within 30 days please submit, for staff review, a replanting proposal to bring the coverage of beneficial wetland species up to the minimum requirement of 85% within wetland mitigation area. The proposal should include species, sizes, quantities and a timeframe for completion. Additionally, please treat the nuisance plant species in order to bring the site into compliance.

Furthermore, the 1st semi-annual monitoring report for the subject mitigation areas was due in September, 2023. The report is 4 months late. **Submit the required report no later than March 15, 2024.** Please be aware that monitoring reports are required on a semi-annual basis for a period of three years, or until the mitigation area has reached the success criteria set forth by EPC.

Please call me if you have any questions or require further information at (813) 627-2600 x1345 or email: battyr@epc.org.

Environmental Excellence in a Changing World

Environmental Protection Commission - Roger P. Stewart Center
3629 Queen Palm Drive, Tampa, FL 33619 - (813) 627-2600 - www.epchc.org

A handwritten signature in blue ink, appearing to read "Richard C. Batty". The signature is fluid and cursive, with a prominent initial "R" and a long, sweeping tail.

Sincerely,

Richard C. Batty
Environmental Scientist III
Wetlands Division

cc: Kelly Evans: Lennar: (kelly.evans@lennar.com)
Trey Thraikill: HEP (tthraikill@hornerenvironmental.com)
Russell Martin: SWFWMD (Russell.Martin@swfwmd.state.fl.us)

rb/rjo

Tab 7



January 30, 2024

Debby Bayne-Wallace
Rizetta
2700 S Falkenburg Rd Suite 2745
Riverview, FL 33578

**RE: Proposal for Environmental Consulting Services
Lynnwood CDD
Hillsborough County, Florida
Proposal #24-0105**

Dear Mr. Pridgeon:

Horner Environmental Professionals, Inc. (HEP) herein submits this proposal for environmental consulting services on the referenced property. Specifically, the following tasks will be completed in accordance with the requirements of Environmental Protection Commission permit conditions for the referenced project:

Mitigation Monitoring and Maintenance

- Three-year period of maintenance (14 events) and monitoring (6 Semi-Annual reports) to comply with EPC requirements

The cost for the above services (over a 5-year period) \$10,500.00

If any additional services for unexpected events become necessary, they will be immediately discussed with the Client and can be added under a separate proposal, if necessary. This proposal is valid for a period of 30 days from the date of this correspondence. Acceptance of this proposal is acknowledged by your signature below and the return of one signed copy. Planting will be billed upon completion and Maintenance and monitoring will be billed per event.

Sincerely,

HORNER ENVIRONMENTAL PROFESSIONALS, INC.

W. Perry Horner
President

Proposal Approval:

Approved By (Print Name): _____

Signature: _____

Title: _____

Billing Information:

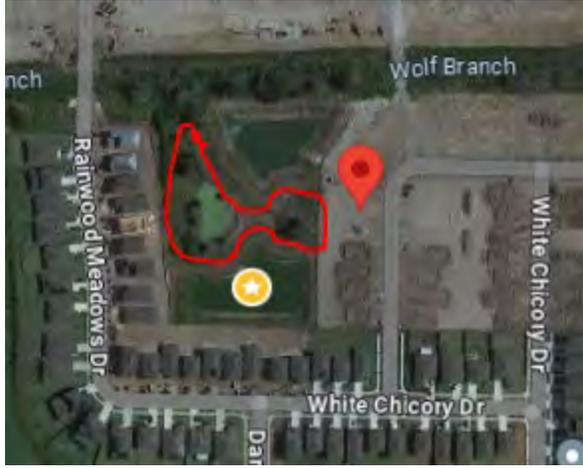
Contact Person: _____

Billing Address: _____

Telephone: _____

Fax: _____

E-mail: _____



Tab 8



January 30, 2024

Debby Bayne-Wallace
Rizetta
2700 S Falkenburg Rd Suite 2745
Riverview, FL 33578

**RE: Proposal for Environmental Consulting Services
Lynnwood - CDD
Hillsborough County, Florida
Proposal #24-0106**

Dear Ms. Wallace:

Horner Environmental Professionals, Inc. (HEP) herein submits this proposal for environmental consulting services on the referenced property. Specifically, the following tasks will be completed in accordance with the requirements of Environmental Protection Commission permit conditions for the referenced project:

Wetland and Enhancement Planting

- Installation of 2,000 herbaceous species to comply with the EPC-approved Supplemental Planting Plan for the Lynnwood CDD associated with ERP compliance for wetland mitigation.

The cost for the above services \$4,200.00

If any additional services for unexpected events become necessary, they will be immediately discussed with the Client and can be added under a separate proposal, if necessary. This proposal is valid for a period of 30 days from the date of this correspondence. Acceptance of this proposal is acknowledged by your signature below and the return of one signed copy. Planting will be billed upon completion and Maintenance and monitoring will be billed per event.

Sincerely,

HORNER ENVIRONMENTAL PROFESSIONALS, INC.

W. Perry Horner
President

Proposal Approval:

Approved By (Print Name): _____

Signature: _____

Title: _____

Billing Information:

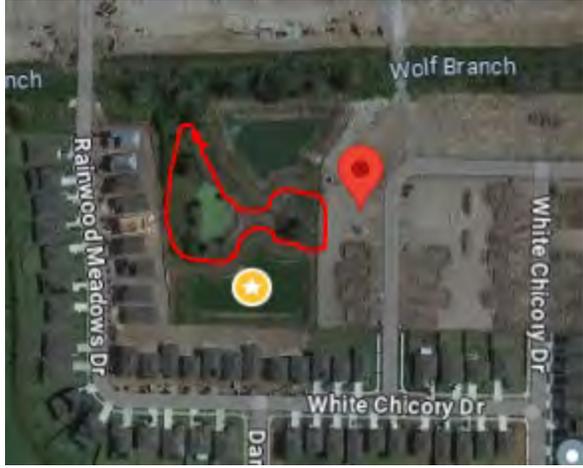
Contact Person: _____

Billing Address: _____

Telephone: _____

Fax: _____

E-mail: _____



Tab 9

(1)



Completed - Tree At Entrance Straightened

Created: Tue, 1/30/2024

Tree at entrance has been straightened and staked



(2)



Turf At Entrance

Created: Tue, 1/30/2024

Turf is looking healthy, no fungus and fairly green for cold temps



(3)



Entrance Construction

Created: Tue, 1/30/2024

Markings and damage at entrance from construction on road



(4)



Front Hedge Trimmed And Weeded

Created: Tue, 1/30/2024

Front hedge is trimmed and weeded



(5)



Round About Stone - Still Weedy

Created: Tue, 1/30/2024

Weeds still present in round about stone area



(6)



West Of Entrance Bed

Created: Tue, 1/30/2024

Weeds beginning to pop up. Need to spray or pull weeds



(7)



Hedges Trimmed Off Of Sidewalk

Created: Tue, 1/30/2024

Sidewalk is open and hedges trimmed back. Turf is edged



(8)



Seasonal Color At Entrance Looking Good

Created: Tue, 1/30/2024

Entrance color is full and looks good. Will need to fertilize after cold weather



(9)



Weeds Sprayed And Pulled By Plants

Created: Tue, 1/30/2024

Weeds are sprayed and pulled by plants. Weeds are starting to pop along fence in open bed area. Need to spray.



(10)



Pond Edges Mowed

Created: Tue, 1/30/2024

Pond edges mowed. Beds are needing to be sprayed



(11)



Perimeter By Houses On Amaryllis Garden Trimmed

Created: Tue, 1/30/2024

Perimeter cut backs completed on Amaryllis Garden. Cut back 4'



(12)



Perimeter Trimmed Behind Homes

Created: Tue, 1/30/2024

Behind homes trimmed on Amaryllis Garden. Behind fence cut back

(13)



Round About Turf And Shrubs Look Healthy

Created: Tue, 1/30/2024

Round about looks good. I turned irrigation down while on site



(14)



Walking Path And Park Area

Created: Tue, 1/30/2024

Turf looks good. Some weeds present in walking path need to be sprayed

(15)



North Fence Line Trimmed

Created: Tue, 1/30/2024

North Fenceline trimmed



(16)



Weeds Present In Walking Path

Created: Tue, 1/30/2024

Weeds need to be sprayed in walking path



(17)



Edging Is Present

Created: Tue, 1/30/2024

Upon investigating there is edging between stone and mulch



(18)



Front Pond Turf Looks Healthy

Created: Tue, 1/30/2024

Turf area by first pond is health, mowed and sidewalks edged



(19)



Front Pond Banks Mowed

Created: Tue, 1/30/2024



(20)



Replacement Tree 1 Of 2 Is Alive

Created: Tue, 1/30/2024

Checked tree by front pond - replacement tree is alive. Needs to be straightened



(21)



Replacement Tree # 2 Is Alive

Created: Tue, 1/30/2024

Checked both replacement trees and they are alive



(22)



Entrance Bed Is Weeded

Created: Tue, 1/30/2024

Previous weeds removed and bed is cleaned



(23)



Entrance Bed Weeds Removed

Created: Tue, 1/30/2024

Bed has been weeded and old weeds removed



(24)



Ornamental Grasses Cut Back

Created: Tue, 1/30/2024

Ornamental grasses cut back



Tab 10



Rizzetta & Company

UPCOMING DATES TO REMEMBER

- **Next Meeting:** March 8, 2024 at 11:00 am

District Manager's Report

February 9

2024

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<u>FINANCIAL SUMMARY</u>	<u>12/31/2023</u>
General Fund Cash & Investment Balance:	\$471,441
Reserve Fund Cash & Investment Balance:	\$20,000
Debt Service Fund Investment Balance:	\$584,230
Total Cash and Investment Balances:	\$1,075,671
General Fund Expense Variance:	\$30,558 Under Budget



Rizzetta & Company

DM Report:

- Insurance Update:
 - As per Board's request, I reached out to Egis for an estimate to add street signs to the property insurance policy. For 30 signs at a total replacement value of \$105,000 (\$3,500 x 30) the annual premium would be approximately \$1683.00.
 - Boundary fence behind Amaryllis Garden and west side of White Chicory was added to the property insurance policy in December with a replacement value of \$46,800 based on a quote collected by District Engineer.

Tab 11



Quarterly Compliance Audit Report

Lynwood

Date: December 2023 - 4th Quarter

Prepared for: Scott Brizendine

Developer: Rizzetta

Insurance agency:



Preparer:

Jason Morgan - *Campus Suite Compliance*

ADA Website Accessibility and Florida F.S. 189.069 Requirements

Table of Contents

Compliance Audit

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Audit results

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ADA Compliance Categories	7
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Compliance Audit Overview

The Community Website Compliance Audit (CWCA) consists of a thorough assessment of Florida Community Development District (CDD) websites to assure that specified district information is available and fully accessible. Florida Statute Chapter 189.069 states that effective October, 2015, every CDD in the state is required to maintain a fully compliant website for reporting certain information and documents for public access.

The CWCA is a reporting system comprised of quarterly audits and an annual summary audit to meet full disclosure as required by Florida law. These audits are designed to assure that CDDs satisfy all compliance requirements stipulated in Chapter 189.069.

Compliance Criteria

The CWCA focuses on the two primary areas – website accessibility as defined by U.S. federal laws, and the 16-point criteria enumerated in [Florida Statute Chapter 189.069](#).



ADA Website Accessibility

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines – [WCAG 2.1](#), which is the international standard established to keep websites barrier-free and the recognized standard for ADA-compliance.



Florida Statute Compliance

Pursuant to F.S. [189.069](#), every CDD is required to maintain a dedicated website to serve as an official reporting mechanism covering, at minimum, 16 criteria. The information required to report and have fully accessible spans: establishment charter or ordinance, fiscal year audit, budget, meeting agendas and minutes and more. For a complete list of statute requirements, see page 3.

Audit Process

The Community Website Compliance Audit covers all CDD web pages and linked PDFs.* Following the [WCAG 2.1](#) levels A, AA, and AAA for web content accessibility, a comprehensive scan encompassing 312 tests is conducted for every page. In addition, a human inspection is conducted to assure factors such as navigation and color contrasts meet web accessibility standards. See page 4 for complete accessibility grading criteria.

In addition to full ADA-compliance, the audit includes a 16-point checklist directly corresponding with the criteria set forth in Florida Statute Chapter 189.069. See page 5 for the complete compliance criteria checklist.

* **NOTE:** Because many CDD websites have links to PDFs that contain information required by law (meeting agendas, minutes, budgets, miscellaneous and ad hoc documents, etc.), audits include an examination of all associated PDFs. **PDF remediation** and ongoing auditing is critical to maintaining compliance.



ADA Website Accessibility

Result: **PASSED**

Accessibility Grading Criteria

Passed	Description
Passed	Website errors* 0 WCAG 2.1 errors appear on website pages causing issues**
Passed	Keyboard navigation The ability to navigate website without using a mouse
Passed	Website accessibility policy A published policy and a vehicle to submit issues and resolve issues
Passed	Color contrast Colors provide enough contrast between elements
Passed	Video captioning Closed-captioning and detailed descriptions
Passed	PDF accessibility Formatting PDFs including embedded images and non-text elements
Passed	Site map Alternate methods of navigating the website

*Errors represent less than 5% of the page count are considered passing

**Error reporting details are available in your Campus Suite Website Accessibility dashboard



Florida F.S. 189.069 Requirements

Result: **PASSED**

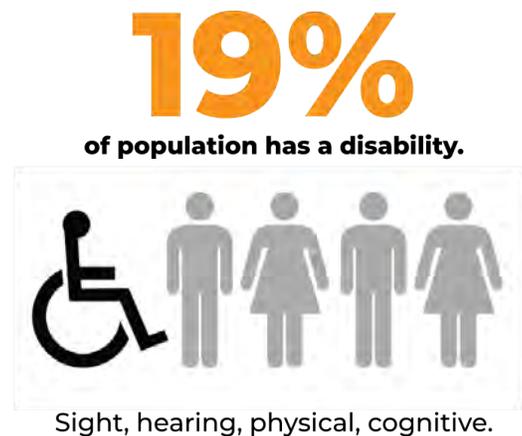
Compliance Criteria

Passed	Description
Passed	Full Name and primary contact specified
Passed	Public Purpose
Passed	Governing body Information
Passed	Fiscal Year
Passed	Full Charter (Ordinance and Establishment) Information
Passed	CDD Complete Contact Information
Passed	District Boundary map
Passed	Listing of taxes, fees, assessments imposed by CDD
Passed	Link to Florida Commission on Ethics
Passed	District Budgets (Last two years)
Passed	Complete Financial Audit Report
Passed	Listing of Board Meetings
Passed	Public Facilities Report, if applicable
Passed	Link to Financial Services
Passed	Meeting Agendas for the past year, and 1 week prior to next

Accessibility overview

Everyone deserves equal access.

With nearly 1-in-5 Americans having some sort of disability – visual, hearing, motor, cognitive – there are literally millions of reasons why websites should be fully accessible and compliant with all state and federal laws. Web accessibility not only keeps board members on the right side of the law, but enables the entire community to access all your web content. The very principles that drive accessible website design are also good for those without disabilities.



The legal and right thing to do

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines, WCAG 2.1, the international standard established to keep websites barrier-free. Plain and simple, any content on your website must be accessible to everyone.



ADA Compliance Categories

Most of the problems that occur on a website fall in one or several of the following categories.



Contrast and colors

Some people have vision disabilities that hinder picking up contrasts, and some are color blind, so there needs to be a distinguishable contrast between text and background colors. This goes for buttons, links, text on images – everything. Consideration to contrast and color choice is also important for extreme lighting conditions.

Contract checker: <http://webaim.org/resources/contrastchecker>



Using semantics to format your HTML pages

When web page codes are clearly described in easy-to-understand terms, it enables broader sharing across all browsers and apps. This ‘friendlier’ language not only helps all the users, but developers who are striving to make content more universal on more devices.



Text alternatives for non-text content

Written replacements for images, audio and video should provide all the same descriptors that the non-text content conveys. Besides helping with searching, clear, concise word choice can make vivid non-text content for the disabled.

Helpful article: <http://webaim.org/techniques/alttext>



Ability to navigate with the keyboard

Not everyone can use a mouse. Blind people with many with motor disabilities have to use a keyboard to make their way around a website. Users need to be able to interact fully with your website by navigating using the tab, arrows and return keys only. A “skip navigation” option is also required. Consider using [WAI-ARIA](#) for improved accessibility, and properly highlight the links as you use the tab key to make sections.

Helpful article: www.nngroup.com/articles/keyboard-accessibility

Helpful article: <http://webaim.org/techniques/skipnav>



Easy to navigate and find information

Finding relevant content via search and easy navigation is a universal need. Alt text, heading structure, page titles, descriptive link text (no ‘click here’ please) are just some ways to help everyone find what they’re searching for. You must also provide multiple ways to navigate such as a search and a site map.

Helpful article: <http://webaim.org/techniques/sitetools/>



Properly formatting tables

Tables are hard for screen readers to decipher. Users need to be able to navigate through a table one cell at a time. In addition to the table itself needing a caption, row and column headers need to be labeled and data correctly associated with the right header.

Helpful article: <http://webaim.org/techniques/tables/data>



Making PDFs accessible

PDF files must be tagged properly to be accessible, and unfortunately many are not. Images and other non-text elements within that PDF also need to be ADA-compliant. Creating anew is one thing; converting old PDFs – called PDF remediation – takes time.

Helpful articles: <http://webaim.org/techniques/acrobat/acrobat>



Making videos accessible

Simply adding a transcript isn't enough. Videos require closed captioning and detailed descriptions (e.g., who's on-screen, where they are, what they're doing, even facial expressions) to be fully accessible and ADA compliant.

Helpful article: <http://webaim.org/techniques/captions>



Making forms accessible

Forms are common tools for gathering info and interacting. From logging in to registration, they can be challenging if not designed to be web-accessible. How it's laid out, use of labels, size of clickable areas and other aspects need to be considered.

Helpful article: <http://webaim.org/techniques/forms>



Alternate versions

Attempts to be fully accessible sometimes fall short, and in those cases, alternate versions of key pages must be created. That is, it is sometimes not feasible (legally, technically) to modify some content. These are the 'exceptions', but still must be accommodated.



Feedback for users

To be fully interactive, your site needs to be able to provide an easy way for users to submit feedback on any website issues. Clarity is key for both any confirmation or error feedback that occurs while engaging the page.



Other related requirements

No flashing

Blinking and flashing are not only bothersome, but can be disorienting and even dangerous for many users. Seizures can even be triggered by flashing, so avoid using any flashing or flickering content.

Timers

Timed connections can create difficulties for the disabled. They may not even know a timer is in effect, it may create stress. In some cases (e.g., purchasing items), a timer is required, but for most school content, avoid using them.

Fly-out menus

Menus that fly out or down when an item is clicked are helpful to dig deeper into the site's content, but they need to be available via keyboard navigation, and not immediately snap back when those using a mouse move from the clickable area.

No pop-ups

Pop-up windows present a range of obstacles for many disabled users, so it's best to avoid using them altogether. If you must, be sure to alert the user that a pop-up is about to be launched.

Web Accessibility Glossary

Assistive technology	Hardware and software for disabled people that enable them to perform tasks they otherwise would not be able to perform (e.g., a screen reader)
WCAG 2.0	Evolving web design guidelines established by the W3C that specify how to accommodate web access for the disabled
504	Section of the Rehabilitation Act of 1973 that protects civil liberties and guarantees certain rights of disabled people
508	An amendment to the Rehabilitation Act that eliminates barriers in information technology for the disabled
ADA	American with Disabilities Act (1990)
Screen reader	Software technology that transforms the on-screen text into an audible voice. Includes tools for navigating/accessing web pages.
Website accessibility	Making your website fully accessible for people of all abilities
W3C	World Wide Web Consortium – the international body that develops standards for using the web