

Wynnmere East Community Development District

12051 Corporate Boulevard, Orlando, FL 32817; 407-723-5900

www.wynnmerereastcdd.com

The following is the Proposed agenda for the Board of Supervisors' Meeting for the Wynnmere East Community Development District, scheduled to be held on **Thursday, September 10, 2020 at 2:00 p.m. via conference call due to the COVID-19 Executive Order 20-193**. Attached to this Agenda is a copy of the Executive Order 20-193.

The attendance of three Board Members is required to constitute a quorum.

To attend the meeting, please use the below conference call information:

Phone: **1-844-621-3956**
Access Code: **790 393 986 #**

PROPOSED BOARD OF SUPERVISORS' MEETING AGENDA

Administrative Matters

- Roll Call to Confirm Quorum
- Public Comment Period *[for any members of the public desiring to speak on any proposition before the Board]*
- 1. Consideration of the Minutes of the July 9, 2020 and July 23, 2020 Continued Board of Supervisors' Meetings *(provided under separate cover)*

Business Matters

1. Consideration of Qualifications for District Engineering Services *(provided under separate cover)*
2. Review of District Maintenance Areas *(provided under separate cover)*
3. Consideration of Proposals for Landscape Maintenance
 - A. Caliber Residential & Commercial Services LLC
 - B. Down to Earth *(provided under separate cover)*
 - C. Floralawn
 - D. Swanson & Son
4. Consideration of Proposal for Fence Repair *(provided under separate cover)*
5. Consideration of Proposal for Pond Maintenance *(provided under separate cover)*
 - Presentation by Aqualis
6. Ratification of Payment Authorizations Nos. 145- 148
7. Review of Monthly Financials

Other Business

Staff Reports

District Counsel
District Engineer
District Manager

Supervisor Requests and Audience Comments

Adjournment



pfm

STATE OF FLORIDA

OFFICE OF THE GOVERNOR EXECUTIVE ORDER NUMBER 20-193

(Amending Executive Order 20-179)

WHEREAS, on March 9, 2020, I issued Executive Order 20-52 declaring a state of emergency for the entire State of Florida due to COVID-19; and

WHEREAS, Executive Order 20-69, as amended by Executive Order 20-179, requires amendment to provide local government bodies with additional time to notice their meetings.

NOW, THEREFORE, I, RON DESANTIS, as Governor of Florida, by virtue of the authority vested in me by Article IV, Section (1)(a) of the Florida Constitution, Chapter 252, Florida Statutes, and all other applicable laws, promulgate the following Executive Order to take immediate effect:

Section 1.

Section 3. of Executive Order 20-179 is amended to read, as follows:

Except as amended herein, I hereby extend Executive Order 20-69, as extended by Executive Orders 20-112, 20-123, 20-139 and 20-150, until 12:01 a.m. on October 1, 2020.



IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Florida to be affixed, at Tallahassee, this 7th day of August, 2020.

A large, blue ink signature of the name "Ron DeSantis" over a horizontal line.

RON DESANTIS, GOVERNOR

DEPARTMENT OF STATE
TALLAHASSEE, FLORIDA

2020 AUG - 7 PM 4:32

FILED

ATTEST:

A large, handwritten signature of the name "Laurel M. Lee" over a horizontal line.

SECRETARY OF STATE

Wynnmore East Community Development District

Minutes

MINUTES OF MEETING

WYNNMERE EAST COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS' MEETING

Thursday, July 9, 2020 at 11:04 a.m.

via conference call due to COVID-19 Executive Order 20-150

Board Members present at roll call:

Fluffy Cazalas	Board Member
Mona Lewis	Board Member
Shawn Fitzgerald	Board Member
Renee Lee	Board Member
Jim Malasto	Board Member

Also Present:

Jane Gaarlandt	PFM Group Consulting, LLC
Christina Hanna	PFM Group Consulting, LLC
Lubna Sikder	PFM Group Consulting, LLC
Victoria Martinez	PFM Group Consulting, LLC
Tod Amaden	District Engineer
Ted Swanson	Swanson & Sons
Various Audience Members present via phone	

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

The meeting was called to order at approximately 11:04 a.m. The Board Members and District staff in attendance via phone are outlined above.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no public comments at this time.

THIRD ORDER OF BUSINESS

Consideration of the Minutes of the May 7, 2020 Board of Supervisors' Meeting

The Board reviewed the minutes of the May 7, 2020 Board of Supervisors' Meeting.

ON MOTION by Ms. Lee, seconded by Ms. Lewis, with all in favor, the Board approved the Minutes of the May 7, 2020 Board of Supervisors' Meeting.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2020-09, Setting an Annual Meeting Schedule for Fiscal Year 2020/2021

Ms. Lewis said she wants to change the meeting schedule for Fiscal Year 2021. A lengthy discussion took place about the schedule and about the budget increase for the Supervisor fees.

ON MOTION by Ms. Lewis, seconded by Mr. Malasto, with all in favor, the Board approved Resolution 2020-09, Setting an Annual Meeting Schedule for Fiscal Year 2020/2021 on the first Thursday of the month at 7:00 p.m. at the Southshore Regional Library.

FIFTH ORDER OF BUSINESS

Public Hearing on the Adoption of the District's Fiscal Year 2020-2021

- a) Public Comments and Testimony**
- b) Board Comments**
- c) Consideration of Resolution 2020-10, Adopting a Fiscal Year 2020-2021 Budget and Appropriating Funds**
- d) Consideration of Resolution 2020-11, Adopting an Assessment Roll for Fiscal Year 2020-2021 and Certifying Special Assessments for Collection**

Ms. Gaarlandt noted for the record that the public hearing was noticed according to Florida Statute. She requested a motion to open the public hearing.

ON MOTION by Ms. Lewis, seconded by Mr. Malasto, with all in favor, the Board opened the Public Hearing.

Ms. Colon commented on the Supervisor fees. She also commented that the landscaping at the dog park is not being maintained properly.

Mr. Gondro discussed issues with various fences throughout the community. Ms. Lewis offered to walk the community with him to see the issues. Mr. Malasto said he reported the issues and the District is waiting for someone to come out and take care of it.

Ms. Foster discussed issues with the pond which backs up to her house. She also expressed issues with the vinyl fence and the landscaping. She requested the detail of the budget and what the categories are. A question was raised about the motion to change the meeting times. The resident asked if the public hearing on the budget can be held next month at 7:00 p.m. so more residents can attend and have input. Ms. Gaarlandt asked Ms. Sikder about the Tax Roll and Budget submittal if this meeting was continued. Ms. Sikder stated she would have to check with Mr. Glasgow and Ms. Lane because the accountants were under the impression that it would be done today. Ms. Gaarlandt stated everything was scheduled for the Budget to be adopted today which is the purpose of the public hearing today so the public can make their comments and the Board can adopt the budget accordingly. It is up to the Board to adopt the budget and it cannot be adjusted up but it can be adjusted down.

Ms. Foster asked how each line item is being used. Ms. Gaarlandt stated the District has funding requests and payment authorizations that show how the various line items are and what they are being used for. Ms. Gaarlandt stated when they get to the Board discussion they can go through the various line items to provide information to the public. Ms. Gaarlandt explained the various line items and offered to discuss the line items in detail after the meeting. Ms. Foster expressed that would be helpful.

Ms. Lee stated she got a request from a resident to know about the park for children. Ms. Gaarlandt explained that is from the original Developer and one of the reasons the budget is increasing is the possibility of converting one of the dog parks to a playground area. This is why the contingency line item was increased.

There were no other public comments on the budget so Ms. Gaarlandt requested a motion to close the public hearing.

ON MOTION by Ms. Lewis, seconded by Mr. Malasto, with all in favor, the Board approved Resolution 2020-07, extending Terms of Office.

Mr. Fitzgerald discussed the landscape expense and stated he got a landscape proposal from a company for \$36,000.00 per year for landscape maintenance and material and flower and plant replacement. A discussion took place. Mr. Malasto agreed with Mr. Fitzgerald and discussed the District Engineer, Supervisor and District Management fees. A lengthy discussion ensued about the landscape and the landscape company. Mr. Swanson addressed the resident's concerns.

Ms. Gaarlandt explained the purpose of approving a proposed budget. She explained the District can go out and solicit proposals for District work like landscaping however there is a required process to do so. The District must verify they are insured, licensed etc. and have formal proposals for the Board to review. She

reminded the Board they cannot exceed the Budget that is adopted and since the assessments do not start coming until the end of November, the current budget must cover the first three months of the new fiscal year. Ms. Gaarlandt explained the only line items where there is room for adjustment are the contingency. She discussed the flower and plant replacement line item. The District has not spent that yet for this Fiscal Year because the District has been trying to get an easement agreement signed so the District could complete the entrance landscaping. She explained the District was unable to do any planting in that area until the Easement Agreement was signed because it was on private property. Ms. Gaarlandt explained the District Engineering fee.

A Board Member asked what happens at the end of the Fiscal Year if the District has a surplus of funds. Ms. Gaarlandt explained what is not spent rolls into the next year and it is hard to calculate because much of the budget are fixed expenses. A lengthy discussion took place about the assessments for each phase. Ms. Lewis stated she does not agree with increasing the Budget because she does not see that anything was done in Fiscal Year 2020. A discussion took place about the notice residents received. A resident stated if the District has a surplus at the end of the year it should offset assessments. A discussion ensued.

Ms. Sikder explained the District will have enough carry forward to offset the assessment increase. There would still be a budget increase but it will not impact residents' assessments. She explained the biggest concern is not having enough funds to supplement the first part of the next fiscal year until assessments are received in November or December. She noted the Budget must increase from last year. The residents raised various questions about the assessments. Ms. Sikder explained the District receives individual payments each month. A lengthy discussion took place. Ms. Gaarlandt suggested continuing the public hearing for a later date in order to discuss the Budget. Ms. Sikder asked if District staff can come up with a way to keep the on roll assessments the same so they don't increase would the Board be ok with the budget if they don't have to pay extra.

Ms. Lewis offered her home to hold the meeting. A lengthy discussion took place about holding a meeting in public. Mr. Fitzgerald expressed his frustration about the amount of the budget that was approved in preliminary form. He also expressed the landscape company is not out when they say they are. Ms. Gaarlandt explained the process for soliciting proposals from other vendors. District staff usually goes out and presents three different options to the Board and whichever the Board decides to use is the one the District will contract with. On an annual basis they are all on terms where they can be terminated within 30 days for notice so if the Board decides District staff get new proposals for some of these services they can do that and present them to the Board. Ms. Lewis stated Swanson & Sons was not chosen by the Board they were a replacement. Ms. Gaarlandt explained that District staff had worked with him on other Districts with very good results. Ms. Lewis expressed the desire to hire a different landscape company

Mr. Swanson stated the main thing that needs to happen is the Board need to write a scope of work to be bid. He gave the example that a resident stated the back of the fences were not being stream trimmed along the individual residences and back up to the pond. The scope of work that his company bid did not include stream trimming along those fences. Before the Board starts seeking bids in order for the community to get exactly what they want they need to review a scope of work that outlines exactly what they want done otherwise if the Board seeks bids based on the previous scope of work they are going to get the same

thing they are getting now which they are not happy with. A discussion took place between the Board and Mr. Swanson. Mr. Swanson stated the Board needs to agree on a scope of work which he offered to help in writing. He requested an opportunity to walk the community with a representative of the Board and would like the opportunity to salvage both his relationship with the Board and his reputation. The Board was under the impression that the Landscape Services and the flower and plant replacement were all part of Mr. Swanson's contract. Mr. Swanson explained the difference between the two line items which are unrelated.

A resident asked why the Board is governed by the Sunshine law. Ms. Gaarlandt explained that the District is a unit of local government and is limited to function within the Florida Statutes because it is an official government entity.

Ms. Gaarlandt explained the Budget adoption process. The Preliminary Budget approval was in May. The District had 60 days from that point to adjust the Budget. Today is the public hearing to adopt the final budget. The District can move money around within the line items and if there is a significant change within them then at the end of the Fiscal Year the District will adopt an amended budget. If the District exceeds the adopted budget then the District would have to go through the public hearing process again at the end of the Fiscal Year. This is why District staff errs on the high side in the budget. The District can always spend less but it cannot spend more than the adopted budget.

Mr. Fitzgerald suggested approving the Budget as it is without an increase to assessments due to the carry over from Fiscal year 2020 and get to work on each line item to try to reduce them. Ms. Sikder stated if the Board does not think they will use the flower and plant replacement then the District can reduce it. If the Supervisors are willing to waive their Supervisor fees as they previously discussed it will also reduce the Budget. The Insurance and Trustee fees are a requirement. The District Management fees were increased because there is more work that goes into a resident controlled Board. For example, the normal budget public hearing takes approximately 30-35 minutes however today's meeting has gone on more than two hours. A lengthy discussion took place between the Board, residents, and Ms. Gaarlandt regarding the District Management fee structure.

The Board asked Ms. Gaarlandt to draft descriptions of each line item and include whether the amount is fixed or flexible expenses. Ms. Gaarlandt suggested the Board hold a Budget Workshop to discuss the various line items. The Board expressed they want to continue to work on the Budget and not adopt it until they have the line item description from Ms. Gaarlandt. Ms. Gaarlandt asked Ms. Sikder the deadline for approving the budget and she replied she has to find out from Ms. Lane and Ms. Glasgow. She noted if the District is keeping the Budget the same then the on roll assessments will be the same as last year and the District can just send that to the County since they are not changing.

Ms. Gaarlandt suggested continuing todays meeting and noted the public hearing does not need to be re-advertised. A discussion took place about the date.

Ms. Gaarlandt requested a motion to continue the meeting to July 23, 2020 at 1:00 p.m.

ON MOTION by Ms. Lewis, seconded by Ms. Lee, with all in favor, the July 9, 2020 Board of Supervisor's Meeting for the Wynnmore East Community Development District was continued to July 23, 2020 at 1:00 p.m.

Secretary / Assistant Secretary

Chairman / Vice Chairman

Wynnmere East Community Development District

Qualifications for District Engineering Services

(provided under separate cover)

Wynnmere East Community Development District

District Maintenance Areas

(provided under separate cover)

Wynnmere East Community Development District

Proposals for Landscape Maintenance

**Wynnmere East
Community Development District**

Caliber Residential & Commercial Services LLC

Caliber Residential & Commercial Services LLC

Web Address: www.perryseverything.com

P: Phone Number: (813)-720-1937

Email: caliberrcsves@gmail.com

Bill To: Wynnmore East CDD

Phone: (407)-723-5900

Invoice #: 0001

Fax: (407)-723-5901

Invoice Date: 7/31/2020

Address: 12051 Corporate Blvd., Orlando, FL 32817

Item #	Description	Qty: Monthly Basis	Unit Price	Discount	Price
1	Grounds Keeping: Cutting Grass; Edging; Blowing	2	\$ 500.00	\$ -	\$ 1,000.00
2	Landscaping: Hedges Trimmed; Weed Treatment; Mulch Replenishment	2	\$ 500.00	\$ -	\$ 1,000.00
3	Residential Tree Trimming	2	\$ 250.00	\$ -	\$ 500.00
4	Haul Away: Trash & Debree	2	\$ 125.00	\$ -	\$ 250.00
5	Fertilization Treatment	2	\$ 125.00	\$ -	\$ 250.00
					Invoice Subtotal \$ 3,000.00
Make all checks payable to Caliber Residential & Commercial Services LLC. Overdue accounts subject to a service charge of 10% per month. This invoice is generated to reflect that services will be provided on a weekly basis being 4 times a month					TOTAL: Monthly \$ 3,000.00
					TOTAL: Annually \$ 36,000.00

From: daniel perry <caliberrcsvcs@gmail.com>

Sent: Wednesday, August 19, 2020 11:17 AM

To: Dexter Glasgow <glasgowd@pfm.com>

Subject: Re: bid for 36000 a year

EXTERNAL EMAIL: Use care with links and attachments.

Good morning Dexter Answers to your questions:

- * 48 cuts a year, that's 4 times a month for 12 months. So that's 30000 for year.
- * 2 trash cans will be empty out weekly. Along with any other trash that is seen on the ground.
- * shrubs and ornamentals will be sprayed with liquid fertilizer monthly.
- * Annuals will be replaced every 6 months along with mulch around shrubs in ornamentals areas 6000
- * The two dogs stations will be cut and maintained and inspected weekly
- * Atrazine which is weed killer will be sprayed in the mulch areas weekly. And treating shrubs for insects and disease.
- * Planet beds will be inspected weekly and trash removed weekly.
- * Irrigation we'll be inspected monthly and will be repaired ASAP if damage occurs.
- * A monthly report will be turned in on the 30th of each month to email glasgowd@pfm.com
- * If a emergency occurs such as a irrigation line breakage it will be repaired ASAP. No longer than a couple of hours. Call 8137201937

*30000 for mowing

*6000 for mulching, Weed killer, fertilizing, annuals, shrubs, ornamentals, trash removal, irrigation maintenance is all included with this price.

36000 a year. 3000 a month

On Tue, Aug 18, 2020, 3:03 PM Dexter Glasgow <glasgowd@pfm.com> wrote:

Good afternoon,
I hope your week is off to a great start. I have attached the information that is going out to potential bidders for the landscaping contract. Please reach out to Christina or me if you have any question or if you need any clarification.

Dexter Glasgow
Field Specialist

PFM Group Consulting LLC
glasgowd@pfm.com | Main Line 407.723.5900 | Cell 407.212.2313 | Fax 407.723.5901 | Web pfm.com | 12051 Corporate Blvd Orlando, FL 32817

Wynnmere East Community Development District

Down to Earth

(provided under separate cover)

Wynnmere East Community Development District

Floralawn



734 South Combee Road (863) 668-0494 Phone
Lakeland, Florida (863) 668-0495 Fax
33804 www.floralawn.com

Landscape Maintenance Proposal Wynnmore East CDD

Ruskin, FL 33570

August 31, 2020

We sincerely appreciate the opportunity to propose how FloraLawn can help enhance the quality of your landscape. Our proposal includes integrating a custom maintenance plan to meet the needs and demands of your property while considering service expectations and community budget.

We hereby propose the following for your review:

LANDSCAPE MAINTENANCE FOR COMMON GROUNDS

Service	Price Per Month	Price Per Year
Landscape Maintenance	\$2,450	\$29,400
Shrub Fertilization	\$75	\$900
Monthly Irrigation Inspection	\$240	\$2,880
<u>Total</u>	<u>\$2,765</u>	<u>\$33,180</u>

ADDITIONAL SERVICES

Service	Est. # of Units	Price Per Unit	TOTAL
Mulch	55 yds	\$45	\$2,475

Landscape Maintenance Program

Scope of Services

TURF CARE

Mowing

Rotary lawn mowers will be used with sufficient power to leave a neat, clean, and uncluttered appearance 42 times per calendar year (Floratam) and 42 times per calendar year (Bahia) depending on growing season and conditions. It is anticipated that mowing services shall be provided weekly during the growing season April through October and every other week during the non-growing season or as needed November through March.

Bahia lake and pond banks will be mowed 24 times per year consistent with 3 times per month May through October and 1 time per month or as needed November through April.

Trimming

Turf areas inaccessible to mowers, areas adjacent to buildings, trees, fences, etc. will be controlled by a string trimmer. When string trimming, a continuous cutting height will be maintained to prevent scalping.

Edging

All turf edges of walks, curbs, and driveways shall be performed every mowing (42 times per year). A soft edge of all bed areas will be performed every other mowing (21 times per year). A power edger will be used for this purpose. A string trimmer may be used only in areas not accessible to a power edger.

Fertilization

St. Augustine/Floratam areas shall be fertilized with a commercial grade fertilizer 6 times per year. Timing of applications will be adjusted to meet horticultural conditions.

Bahia turf areas may be fertilized and treated with insect/disease control at an additional cost that is outside of the scope of work for this contract.

Weed, Insect, & Disease Control

Post-Emergent weed applications will be performed up to 4 times per year between April 1st and October 30th. Pre-Emergent herbicides will be used 1 times per year between November 1st to April 1st. Weed control applications are conductive to soil and air temperatures. FloraLawn will not be held responsible for the post emergent control of common grassy weeds like Crabgrass & common Bermuda due to the absence of legal and selective post emergent herbicides for this use.

Insect & disease control (not preventative) measures are incorporated into each fertilization application. Infestations will be treated on an as needed basis throughout the year and the customer will be made aware of the actions taken as well as the chemicals used. Ant mounds will be treated as they appear, but contract pricing does not include products that guarantee year-long ant control. Products like Bayer's Top Choice or Chipco Choice that guarantee year-long ant control can be purchased outside the scope of this contract.

TREE, SHRUB, AND GROUNDCOVER CARE

Pruning

All shrubs and trees (up to 10 feet) shall be pruned and shaped a maximum of 10 times per year to ensure the following:

- Maintain all sidewalks to eliminate any overhanging branches or foliage which obstructs and/or hinders pedestrian or motor traffic.
- Retain the individual plant's natural form and prune to eliminate branches which are rubbing against walls and roofs.
- The removal of dead, diseased, or injured branches and palms will be performed as needed
- Ground covers and vines can maintain a neat and uniform appearance.

Weeding

Weeds will be removed from all plant, tree, and flower beds 18 times per year. This incorporates 2 times per month during the growing season and 1 time per month during the non-growing season on an as-needed basis. Manual hand pulling and chemical herbicides will be used as control methods.

Fertilization

Palms and hardwood trees will be fertilized 2 times per year. Shrubs and groundcovers will be fertilized 4 times per year. All fertilizations of tree, shrub, and groundcovers will be designed to address site specific nutritional needs. Timing of applications will be adjusted to meet horticultural conditions.

Insect, & Disease Control

All landscape beds shall be monitored and treated with appropriate pesticides as needed throughout the contract period.

Plants

will be monitored and issues addressed as necessary to effectively control insect infestation and disease as environmental, horticultural, and weather conditions permit. FloraLawn does not guarantee the complete absence of any insect or disease. We will, however, notify the customer and provide professional options at an additional cost outside the scope of this contract.

IRRIGATION

<i>Overview</i>	<i>At the commencement of the contract, we will perform a complete irrigation evaluation and furnish the customer with a summary of each clock and zone operation. FloraLawn will submit recommendations for all necessary repairs and improvements to the system with an itemized cost for completing the proposed work. FloraLawn is not responsible for turf or plant loss due to water restrictions set by city, county, and/or water management district ordinances.</i>
<i>Inspections</i>	<i>All irrigation zones shall be inspected <u>1 time</u> per month to insure proper operation. All zones will be turned on to check for proper coverage and any broken irrigation components. Management shall receive a monitoring report after each monthly irrigation inspection.</i>
<i>Repairs</i>	<i>Any repairs that have been caused by FloraLawn will be repaired at no cost. All repairs to the irrigation system other than those caused by FloraLawn will be performed on a time and materials basis with the hourly labor rate being <u>\$60.00</u> per hour. Faults and failures of the irrigation system communicated to FloraLawn will be addressed in a fair and responsible time period, but FloraLawn cannot guarantee a specific time response.</i>

MISCELLANEOUS

<i>Clean-Up</i>	<i>All non-turf areas will be cleaned with a backpack or street blower to remove debris created by landscaping process. All trash shall be picked up throughout the common areas before each mowing <u>42 times</u> per year. Construction debris or similar trash is not included. Trash shall be disposed of offsite.</i>
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OPTIONAL ITEMS & ADDITIONAL SERVICES

- *Landscape design & installation*
- *Annual flower bed design & installation*
- *Thin & prune trees over 10' in height*
- *New plant installation*
- *Pump Maintenance*
- *Sodding and/or Seeding*
- *Mulching*
- *Prune Palms over 15' of clear trunk*
- *Leaf clean-up*
- *Pump repair & installation*

**Wynnmere East
Community Development District**

Swanson & Son

Swanson & Son
Dependable Lawn Care
8826 Ashman Road
Riverview, Florida 33578
813-846-7512

This contract is an agreement between Swanson & Son and the Wynnmore East CDD, 12051 Corporate Blvd. Orlando Florida 32817.

Swanson & Son and the Wynnmore East CDD hereby promise and agree to the following:
Swanson & Son agrees to provide the services detailed in the following specifications. The Wynnmore East CDD agrees to pay the charges specified herein.

Swanson & Son proposes to furnish all listed material and labor necessary for the completion of the following job specifications:

Service Area

Because of variations in the service requirements of some areas of the property the areas to be serviced have been broken into three categories.

RED outlined areas,

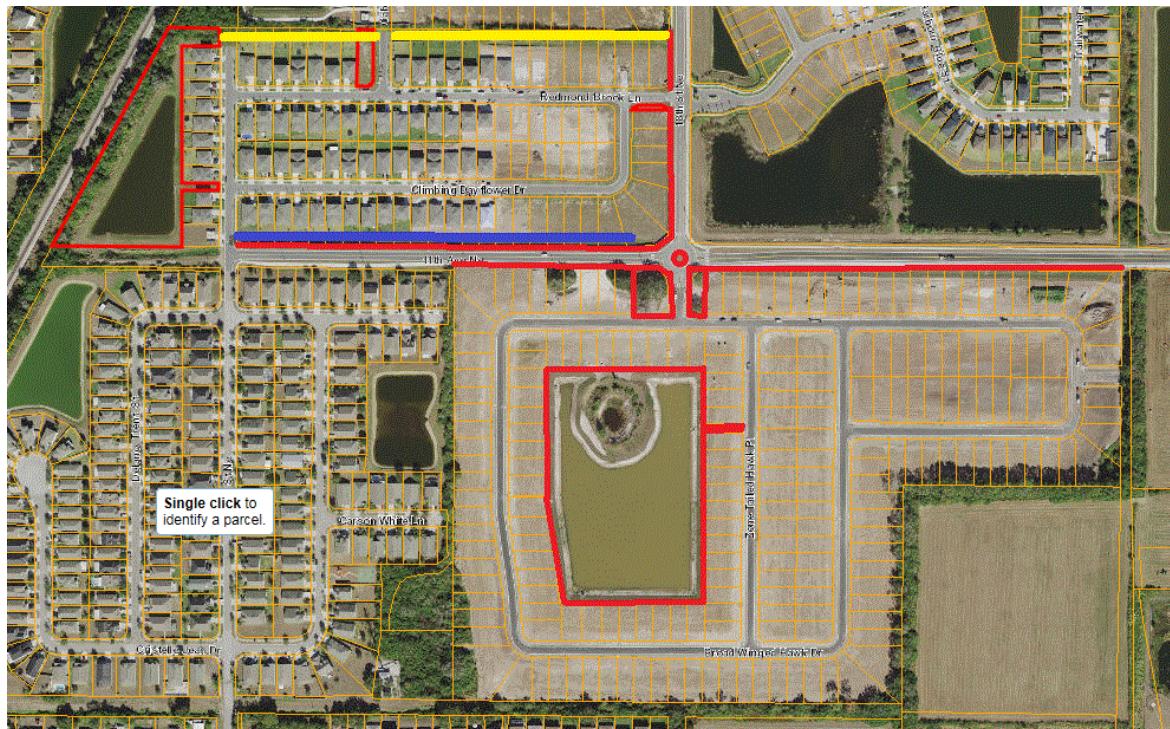
All services herein applicable will be provided to the improved landscape areas within the red outlines

BLUE highlighted areas,

Services to the areas highlighted in blue will be specifically specified as a special service area.

YELLOW highlighted areas,

Services to the areas highlighted in yellow will be specifically specified as a special service area.



Swanson & Son
Dependable Lawn Care
8826 Ashman Road
Riverview, Florida 33578
813-846-7512

Service Schedule

This service schedule will apply as applicable to all service areas.

- Mow, trim and edge all turf areas of the property. Remove trash and debris from the landscaped and turf areas. Perform weed control operations in all planting and decorative areas during each scheduled service, both manual and chemical.
- This service will be performed on a weekly basis for the months March thru October and twice a month for the months November thru February. Total services for these areas annually will number forty two (42).
- Trim all ornamentals with a trimming height of twelve (12) feet or less as necessary to maintain a crisp clean appearance.
 - Perform shrub and ornamental fertilization twice annually using species appropriate chemicals.
 - Chemical applications to areas well covered in St. Augustine turf will be made every 60 days. The exact chemicals (weed control, fertilizer, disease control, etc.) applied during any individual service will be determined by the time of year, weather conditions and the condition of the turf.

Areas covered in Bahia sod will be fertilized twice annually. Broad spectrum weed control applications to areas covered in Bahia sod will be made twice annually during the cooler months, October through March.

Weed control in areas void of species specific turf (St. Augustine, Floratam, Bahia, Zoysia, etc.) where volunteer vegetation has filled in will be limited as to allow the volunteer ground cover to remain to prevent erosion.

- Manually operate each of the irrigation zones and clean or adjust emitters as needed every twenty five to thirty five days.
- Operate the irrigation system for the landscaped common areas in accordance with state and local rules, laws and seasonal guidelines.

Swanson & Son
Dependable Lawn Care
8826 Ashman Road
Riverview, Florida 33578
813-846-7512

RED outlined areas,

- Serviced as outlined in the Service Schedule above.

Special Service Areas

BLUE highlighted areas,

Services to areas highlighted in blue will be performed on the same Service Schedule above with the following provisions.

- As a result of a large portion of the area holding water and/or staying too wet to allow consistent conventional mowing and trimming this area will be service to the point where the moisture level in the soil (mud line) makes services by commonly used commercial mowing and trimming equipment unsafe to personnel and destructive to the property.
- Once annually during the dry time of the year (February though April) the area will be cut back using bush hog equipment to remove the accumulated overgrowth that could not be managed during the wet season.

YELLOW highlighted areas,

Please note because the area highlighted in yellow is currently NOT in a condition that will allow the services described herein to be perform all proposed services are contingent on the acceptance by the district of the Yellow Highlighted Areas Recovery Schedule.

Services to areas highlighted in yellow will be performed on the same Service Schedule above with the following provisions.

- For the total length of the area mow an area reaching north from the north side of the back fences of the individually owned properties that front on Redmond Brook Lane to a point where the slope of the drainage bank or the standing water line makes mowing with commonly used commercial equipment unsafe to personnel and/or destructive to the property. This point will be defined as the location of the mud line at the specific date of service or the point at which the bank slope exceeds 15 degrees or 33%.
- Trimming and removal of tree limbs that overhang the fences of the properties that front on Redmond Brook Lane will be performed on an as necessary basis throughout the year.

Yellow Highlighted Areas Recovery Schedule

Because this area is not currently in a serviceable condition Swanson & Son proposes to clean and clear the area as necessary to allow the services outlined herein to be perform as schedule for no additional charge if accepted as outlined below.

- Swanson & Son will perform the cleaning and clearing necessary to the area during the months October through December.
- Swanson & Son will notify the districts designated agents upon completion and set an inspection date.

Swanson & Son
Dependable Lawn Care
8826 Ashman Road
Riverview, Florida 33578
813-846-7512

Special Services

Special services included in the scope of this agreement will be,

- Restock dog waste stations during each scheduled service.
- Empty and remove the dog waste station collection bag and install a new liner in the receptacle.
- Empty common area trash cans and install new liners.
- Collect and remove trash/debris from all serviced areas during each scheduled service.

Reports and Inspections

- A report formatted as a spreadsheet outlining the monthly irrigation inspections and repairs will be submitted to the property manager once a month.
- A report formatted as a spreadsheet outlining the landscape maintenance operations and corrections will be submitted to the property manager once a month.

Emergency Contact

- In the event of an afterhours emergency that threatens life, property or will cause great financial loss call 911.

To receive afterhours services for a landscape/irrigation related issue that is not threatening life, property or financial loss call 813-846-7512.

Please note emergency services can only be received by leaving a voice mail.
Text and Email will not be seen until the next business day.

Mowing:

- All turf will be mowed at least once each week while in the growing season and as directed based on the frequency of service.

Edging:

- All turf areas adjacent to paved surfaces or structural edges such as sidewalks, walkways, driveway, parking lots, curbing, headers and retaining walls, will be edged with a "blade edger" in order to maintain clean, crisp, and consistent edge lines.
- Bed edges will be kept clean and well defined around color beds, shrub beds, open beds, and tree trunks, to prevent encroachment from lawn and other adjacent materials. This will be done as part of every scheduled service.
- Edging of walks, beds, and curbs, will be performed every time the turf is mowed.
- Plant beds will be edged every time the turf is mowed.

Weeding:

- Weeding of plant beds, mechanically and by hand is to be performed as necessary to ensure an as weed free appearance as possible.
- Weed control in plant beds, open beds, ground between plants, joints in walks, decks, curbs and drives, will be performed using appropriate manual (hand pulling), and or chemical (herbicide) control methods. When it is necessary and practical to use chemical control, pre and post emergent herbicides will be applied with care so as not to injure adjacent desirable plants.

Swanson & Son
Dependable Lawn Care
8826 Ashman Road
Riverview, Florida 33578
813-846-7512

Pruning and Trimming:

- Selective pruning will be performed on all ornamental plants in order to maintain the natural habit of the plant and to ensure health and vigor.
- Shrubs and hedges will be pruned in a consistent manner to maintain natural, well-kept shape and size as growth habit dictates according to the individual potential for each type of plant variety.
- Plant pruning, trimming, and shearing will be accomplished under the supervision of an experienced specialist to assure the function is being performed in accordance with recommended horticultural practices, which allow for further budding, blooming, and proper growth habit.
- Pruning of plants that overhang curbs, sidewalks, passageways, patios, balconies, fences, air conditioning units, and parking areas will be addressed as necessary to maintain adequate clear for the specific area.
- All trimming and clippings will be collected and removed from the property.
- Palms will be trimmed once annually to a 10 o'clock and 2 o'clock aspect.

Clean Up:

- All debris generated during the performance of this contract will be blown or vacuumed from sidewalks and curbs. This will encompass complete removal of weeds at curbs and pavement lines. Clean-up of parking lots and other non-landscaped areas, beyond cleaning of debris generated during the performance of this contract is included within the scope of clean up but is limited to common household trash and debris, cans, cups, bags, boxes etc.... Larger debris such as mattresses, appliances etc..... are not included in the scope of this agreement.
- All lawn areas will be cleared of litter and debris before mowing, so as not to shred and scatter foreign matter.
- Seasonal falling tree leaves will be allowed to accumulate (no more than two weeks at any one time) multiple times during the season and then collected, removed and legally disposed of as part of this agreement.

Swanson & Son
Dependable Lawn Care
8826 Ashman Road
Riverview, Florida 33578
813-846-7512

Pest Control and Fertilization:

- Swanson & Son will inspect the St. Augustine turf and the bed areas during each service for indications of pest problems.
- Upon confirmation of a specific problem requiring treatment, the Swanson & Son will apply pesticides as needed, using the least toxic, effective pesticide. All applications of pesticides and fertilizations will be performed when temperatures are below 90°F and wind drift is negligible. Swanson & Son will keep records on pests identified and treatment(s) rendered for control.
- Scheduled chemical applications to areas well covered in St. Augustine turf will be made every 60 days. The exact chemicals (weed control, fertilizer, disease control, etc.) applied during any individual service will be determined by the time of year, weather conditions and the condition of the turf. A written report of chemicals applied and the application rates will be submitted after each application.
- Areas covered in Bahia sod will be fertilized twice annually. Broad spectrum weed control applications to areas covered in Bahia sod will be made twice annually during the cooler months, October through March.
NOTE, all chemical applications outlined herein are intended for the purposes of either promoting the growth and health of installed landscape materials, or controlling insects that are commonly considered to be damaging to turf and other landscape materials. These applications are not intended and will not have any effect on fire ants, roaches, ants, fleas, or any other non-targeted species.

Control of non-damaging insects

Control of insects not targeted as damaging to landscape materials such as fire ants, wasps, bees, etc. will be achieved if possible using spot treatments and/or targeted baits. The use of these chemicals will be included in the cost of this proposal.

In the event of an infestation or similar malady as related to non-damaging insects and for which Swanson & Son has exhausted all remedies inclusive of the agreement. Swanson & Son will submit proposals with pricing from appropriate contractors, exterminators, bee keepers, rodent control, etc. as necessary to correct the condition. The most common of which is the application of the chemical TOP CHOICE that will control fire ant plus 40 other insects for a year. At the time of this document the per acre applied cost is \$580.00.

Considerations for Insurance, Licenses, Permits and Liability

Swanson & Son will carry adequate liability insurance and worker's compensation coverage required by law on its operators and employees and requires same of any sub-contractors and provides proof of same to the client with submission of bid. Swanson & Son is also responsible for obtaining any licenses and/or permits required by law for activities on client's property.

Swanson & Son
Dependable Lawn Care
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Riverview, Florida 33578
813-846-7512

Situations deemed Swanson & Son's responsibility:

1. Any damage due to operation of Swanson & Son equipment in performing the contract
2. Failure to comply with all laws pertaining to protected plant species, such as the mangroves
3. Damage to plant material due to improper horticultural practices
4. Improper replacement or retrofitting of irrigation system components
5. Injury to no target organisms due to application of pesticides
6. Death or decline of plant materials due to improper selection, placement, planting or maintenance done after the time of this contract
7. Damage due to improper irrigation components existing after the time of contract execution
8. Disease or damage to lawns or landscape plants caused by excessive irrigation or lack of water if Swanson & Son was instructed in writing to adjust the irrigation accordingly.

Situations not deemed Swanson & Son's responsibility:

1. Death or decline of plant materials due to improper selection, placement, planting or maintenance done before the time of this contract.
 2. Death or decline of any trees caused by circumstances beyond the control of Swanson & Son.
 3. Death or decline of trees where all precautions and preventative measures outlined in this agreement have been met.
 4. Damage due to improper irrigation components existing at the time of contract execution
 5. Exposed cables/wires or sprinkler components/lines normally found below the lawn's surface
 6. Flooding, storm, wind, fire or cold damages
 7. Damage caused by or to any item hidden in the landscape and not clearly guarded or marked
 8. Damage due to vandalism
-

Swanson & Son
Dependable Lawn Care
8826 Ashman Road
Riverview, Florida 33578
813-846-7512

Swanson & Son proposes hereby to furnish material and labor with the above specifications for the annual sum of:

Thirty Five Thousand Four Hundred Dollars and No Cents (\$35,400.00).

To be invoiced and paid as scheduled on a monthly basis in the amount of;
Two Thousand Nine Hundred Fifty Dollars and No Cents (\$2,950.00)

Optional Services

Annuals

Because there currently is no annuals program in place annuals plantings will be an additional option to the afore stated total cost of this agreement.

- Based on seasonal availability from the commercial growers the total installed cost of four inch potted annuals will be \$195.00 per one hundred plants installed (\$1.95 per plant).
- Installation will include soil testing, soil adjustments as needed, soil supplementation, dripline maintenance and replacement if necessary and Pine Fines to retain moisture.

Payment schedule as follows:

- An invoice will be submitted on or about the 20th of the month to allow time for processing. Payment is due on or before the 5th of the following month.

Cancellation of Service

- This agreement may be canceled for any reason by either Swanson & Son or the Wynnmore East CDD with thirty (30) days written notice being given by the party requesting cancellation of service.

Swanson & Son
Dependable Lawn Care
8826 Ashman Road
Riverview, Florida 33578
813-846-7512

Neither Swanson & Son nor the Wynnmore East CDD will be bound by the terms of this agreement in the event it has not been accepted and signed by both parties within ninety (90) days of the documents date.

This agreement will extend for twelve (12) months from the date of signing, or from a specific start date agreed to by both Swanson & Son and the Wynnmore East CDD.

This agreed will automatically renew for an additional twelve (12) months unless either Swanson & Son or the Wynnmore East CDD has requested a change or termination in or of this agreement in writing thirty (30) days prior to the scheduled expiration date.

I HAVE READ FULLY THE ABOVE TERMS AND CONDITIONS AND AGREE TO BE BOUND BY THEM. In witness whereof, the parties to this contract have signed and executed it as indicated.

The Wynnmore East CDD

By _____

Date _____ Start Date _____

Swanson & Son

By _____

Date _____ Start Date _____

Wynnmere East Community Development District

Proposal for Fence Repair

(provided under separate cover)

Wynnmere East Community Development District

Proposal for Pond Maintenance

(provided under separate cover)

**Wynnmere East
Community Development District**

Payment Authorization Nos. 145 – 148

**WYNNMERE EAST
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 145

6/23/2020

Item No.	Payee	Invoice Number	FY20 General Fund
1	Business Observer Legal Advertising 5/22/20	20-01903H	\$ 111.56
2	Grau and Associates Audit FYE 09/30/2020	19861	\$ 500.00
3	Landmark Engineering Engineering Svcs thru May 2020	2140054-47	\$ 225.00
4	PFM Group Consulting LLC Dist. Mgmt. Fee June 2020 Website Maint. Fee June 2020	DM-06-2020-0077 DM-06-2020-0078	\$ 2,500.00 \$ 100.00
5	Straley Robin Vericker Legal Counsel thru 5/15/2020	18382	\$ 1,329.20
6	Swanson & Son Inc. Lawn Care June 2020	15272	\$ 4,325.00
7	TECO Acct # 211005933836 Svcs 04/30/20 - 05/29/20 Acct # 211005934289 Svcs 04/29/20 - 05/28/20 Acct # 221001988080 Svcs 04/29/20 - 05/28/20	-- -- --	\$ 20.85 \$ 900.60 \$ 1,352.46
			\$ 11,364.67
		TOTAL	\$11,364.67

Board Member

Lubna Sikder

From: MONA LEWIS <magddiva77@aol.com>
Sent: Monday, July 20, 2020 10:24 AM
To: Lubna Sikder
Subject: Re: Wynnmore East CDD PA#145

EXTERNAL EMAIL: Use care with links and attachments.

Payment authorization approved for #145

Sent from my iPhone

On Jul 15, 2020, at 11:46 AM, Lubna Sikder <sikderl@pfm.com> wrote:

Good morning Mona,

Payment authorization #145 is still waiting your approval. We need to pay the vendors within due dates or some of them will incur late fees. I have attached PA#145 for your convenience. Please contact me if you have any questions.

Lubna Sikder

District Accountant
PFM Group Consulting LLC
12051 Corporate Blvd., Orlando, FL 32817
407.723.5900 - main number // 407.723.5901 - fax
844.736.4233 // 844.PFM.4CDD
sikderl@pfm.com

From: Lubna Sikder

Sent: Sunday, June 28, 2020 12:25 AM

To: 'MONA LEWIS' <magddiva77@aol.com>; 'Board Member'

<boardmember2@wynnmereeastcdd.com>

Cc: 'BoardMember5@wynnmereeastcdd.com' <BoardMember5@wynnmereeastcdd.com>

Subject: Wynnmore East CDD PA#145

Hi Mona,

Attached is the payment authorization #145 / Wynnmore East for your review and approval.

Lubna Sikder

District Accountant
PFM Group Consulting LLC
12051 Corporate Blvd., Orlando, FL 32817
407.723.5900 - main number // 407.723.5901 - fax
844.736.4233 // 844.PFM.4CDD

sikderl@pfm.com

<WE PA 145.pdf>

**WYNNMERE EAST
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 146

7/22/2020

Item No.	Payee	Invoice Number	FY20 General Fund
1	Business Observer Legal Advertising 6/19/20 Legal Advertising 6/26/20	20-02113H 20-02165H	\$ 297.50 \$ 78.75
2	PFM Group Consulting LLC Dist. Mgmt. Fee July 2020 Website Maint. Fee July 2020 Billable Expenses	DM-07-2020-0074 DM-07-2020-0075 109999	\$ 2,500.00 \$ 100.00 \$ 43.97
3	Straley Robin Vericker Legal Counsel thru 6/15/2020	18505	\$ 587.30
			\$ 3,607.52
		TOTAL	\$3,607.52

Board Member

Lubna Sikder

From: MONA LEWIS <magddiva77@aol.com>
Sent: Monday, August 3, 2020 10:07 AM
To: Lubna Sikder
Subject: Re: Wynnmore East CDD PA#146

Follow Up Flag: Follow up
Flag Status: Flagged

EXTERNAL EMAIL: Use care with links and attachments.

Authorization to pay

Sent from my iPhone

On Jul 27, 2020, at 2:26 PM, Lubna Sikder <sikderl@pfm.com> wrote:

Hi Mona

Attached is the payment authorization #146 / Wynnmore East for your review and approval. Per our conversation at the meeting, I have copied all the other board members as well.

Lubna Sikder
District Accountant
PFM Group Consulting LLC
12051 Corporate Blvd., Orlando, FL 32817
407.723.5900 - main number // 407.723.5901 - fax
844.736.4233 // 844.PFM.4CDD
sikderl@pfm.com

<WE PA 146.pdf>

**WYNNMERE EAST
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 147

8/11/2020

Item No.	Payee	Invoice Number	FY20 General Fund
1	Board Member Fees Meeting July 9, 2020		
	Fluffy N. Cazals	--	\$ 200.00
	Mona Lewis	--	\$ 200.00
	Renee Lee	--	\$ 200.00
	Board Member Fees Meeting July 23, 2020		
	Mona Lewis	--	\$ 200.00
	Renee Lee	--	\$ 200.00
2	Business Observer		
	Legal Advertising 7/24/20	20-02399H	\$ 72.19
3	PFM Group Consulting LLC		
	Postage May 2020	OE-EXP-00926	\$ 7.50
	Postage Jun 2020	OE-EXP-00983	\$ 159.00
4	Straley Robin Vericker		
	Legal Counsel thru 7/15/2020	18647	\$ 535.00
5	Swanson & Son Inc.		
	Lawn Care July 2020	15333	\$ 4,325.00
6	TECO		
	Acct # 211005933836 Svcs 05/30/20 - 06/29/20	--	\$ 20.85
	Acct # 211005934289 Svcs 05/29/20 - 06/26/20	--	\$ 900.60
	Acct # 221001988080 Svcs 05/29/20 - 06/26/20	--	\$ 1,352.46
7	VGlobal Tech		
	Quarterly ADA Audit	1730	\$ 300.00
			<hr/> <hr/> <hr/>
			\$ 8,672.60
		<hr/> <hr/> <hr/>	TOTAL \$ 8,672.60

Board Member

Lubna Sikder

From: MONA LEWIS <magddiva77@aol.com>
Sent: Thursday, August 13, 2020 6:22 PM
To: Lubna Sikder
Subject: Re: Wynnmore East CDD PA#147

EXTERNAL EMAIL: Use care with links and attachments.

Authorization to pay invoice # 147

Sent from my iPhone

On Aug 13, 2020, at 6:09 PM, Lubna Sikder <sikderl@pfm.com> wrote:

Hi Mona

Attached is the payment authorization #147 / Wynnmore East for your review and approval.

Lubna Sikder
District Accountant
PFM Group Consulting LLC
12051 Corporate Blvd., Orlando, FL 32817
407.723.5900 – main number // 407.723.5901 – fax
844.736.4233 // 844.PFM.4CDD
sikderl@pfm.com

<WE PA 147.pdf>

**WYNNMERE EAST
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 148

8/21/2020

Item No.	Payee	Invoice Number	FY20 General Fund
1	PFM Group Consulting LLC Dist. Mgmt. Fee Aug 2020 Website Maint. Fee Aug 2020	DM-08-2020-0067 DM-08-2020-0068	\$ 2,500.00 \$ 100.00
2	TECO Acct # 211005933836 Svcs 06/30/20 - 07/29/20 Acct # 211005934289 Svcs 06/27/20 - 07/29/20 Acct # 221001988080 Svcs 06/27/20 - 07/29/20	-- -- --	\$ 20.85 \$ 901.46 \$ 1,352.46
			\$ 4,874.77
		TOTAL	\$4,874.77

Board Member

Lubna Sikder

From: MONA LEWIS <magddiva77@aol.com>
Sent: Tuesday, September 1, 2020 9:44 AM
To: Lubna Sikder
Subject: Re: Wynnmore East CDD PA#148

EXTERNAL EMAIL: Use care with links and attachments.

Authorization approved for #148

Sent from my iPhone

On Aug 24, 2020, at 10:20 PM, Lubna Sikder <sikderl@pfm.com> wrote:

Hi Mona

Attached is the payment authorization #148 / Wynnmore East for your review and approval.

Lubna Sikder
District Accountant
PFM Group Consulting LLC
12051 Corporate Blvd., Orlando, FL 32817
407.723.5900 – main number // 407.723.5901 – fax
844.736.4233 // 844.PFM.4CDD
sikderl@pfm.com

<WE PA 148.pdf>

Wynnmere East Community Development District

Monthly Financials

Wynnmore East CDD
Statement of Financial Position
As of 8/31/2020

	General Fund	Debt Service Fund	Capital Projects Fund	General Long-Term Debt	Total
<u>Assets</u>					
<u>Current Assets</u>					
General Checking Account	\$158,721.47				\$158,721.47
Prepaid Expenses	1,858.69				1,858.69
Deposits	2,825.00				2,825.00
Debt Service Reserve Series 2016		\$193,412.50			193,412.50
Revenue Series 2016		183,307.40			183,307.40
Prepayment Series 2016		722.73			722.73
Acquisition/Construction Series 2016			\$28.39		28.39
Total Current Assets	<u>\$163,405.16</u>	<u>\$377,442.63</u>	<u>\$28.39</u>	<u>\$0.00</u>	<u>\$540,876.18</u>
<u>Investments</u>					
Amount Available in Debt Service Funds				\$377,442.63	\$377,442.63
Amount To Be Provided				4,947,557.37	4,947,557.37
Total Investments	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$5,325,000.00</u>	<u>\$5,325,000.00</u>
Total Assets	<u>\$163,405.16</u>	<u>\$377,442.63</u>	<u>\$28.39</u>	<u>\$5,325,000.00</u>	<u>\$5,865,876.18</u>
<u>Liabilities and Net Assets</u>					
<u>Current Liabilities</u>					
Accounts Payable	\$2,600.00				\$2,600.00
Total Current Liabilities	<u>\$2,600.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$2,600.00</u>
<u>Long Term Liabilities</u>					
Revenue Bonds Payable - Long-Term				\$5,325,000.00	\$5,325,000.00
Total Long Term Liabilities	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$5,325,000.00</u>	<u>\$5,325,000.00</u>
Total Liabilities	<u>\$2,600.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$5,325,000.00</u>	<u>\$5,327,600.00</u>
<u>Net Assets</u>					
Net Assets, Unrestricted	(\$6,961.00)				(\$6,961.00)
Current Year Net Assets, Unrestricted	(0.01)				(0.01)
Net Assets - General Government	107,573.35				107,573.35
Current Year Net Assets - General Government	60,192.82				60,192.82
Net Assets, Unrestricted		\$362,188.33			362,188.33
Current Year Net Assets, Unrestricted		15,254.30			15,254.30
Net Assets, Unrestricted			\$28.22		28.22
Current Year Net Assets, Unrestricted			0.17		0.17
Total Net Assets	<u>\$160,805.16</u>	<u>\$377,442.63</u>	<u>\$28.39</u>	<u>\$0.00</u>	<u>\$538,276.18</u>
Total Liabilities and Net Assets	<u>\$163,405.16</u>	<u>\$377,442.63</u>	<u>\$28.39</u>	<u>\$5,325,000.00</u>	<u>\$5,865,876.18</u>

Wynnmore East CDD

Statement of Activities

As of 8/31/2020

	General Fund	Debt Service Fund	Capital Projects Fund	General Long- Term Debt	Total
Revenues					
On-Roll Assessments	\$196,828.01				\$196,828.01
Inter-Fund Transfers In	(0.01)				(0.01)
On-Roll Assessments		\$392,756.43			392,756.43
Inter-Fund Group Transfers In		0.01			0.01
Total Revenues	<u>\$196,828.00</u>	<u>\$392,756.44</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$589,584.44</u>
Expenses					
Supervisor Fees	\$3,600.00				\$3,600.00
D&O Insurance	2,652.00				2,652.00
Trustee Services	3,717.38				3,717.38
District Management	27,500.00				27,500.00
Engineering	620.00				620.00
Dissemination Agent	5,000.00				5,000.00
District Counsel	7,903.60				7,903.60
Assessment Administration	5,000.00				5,000.00
Audit	3,700.00				3,700.00
Travel and Per Diem	310.82				310.82
Postage & Shipping	223.31				223.31
Legal Advertising	1,311.50				1,311.50
Miscellaneous	8.97				8.97
Web Site Maintenance	1,700.00				1,700.00
Dues, Licenses, and Fees	175.00				175.00
Electric	22,645.48				22,645.48
Aquatic Contract	4,091.00				4,091.00
General Insurance	3,242.00				3,242.00
Property & Casualty	94.00				94.00
Landscaping Maintenance & Material	43,250.00				43,250.00
Principal Payment		\$95,000.00			95,000.00
Interest Payments		284,293.76			284,293.76
Total Expenses	<u>\$136,745.06</u>	<u>\$379,293.76</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$516,038.82</u>
Other Revenues (Expenses) & Gains (Losses)					
Interest Income	\$109.87				\$109.87
Interest Income		\$1,791.62			1,791.62
Interest Income			\$0.17		0.17
Total Other Revenues (Expenses) & Gains (Losses)	<u>\$109.87</u>	<u>\$1,791.62</u>	<u>\$0.17</u>	<u>\$0.00</u>	<u>\$1,901.66</u>
Change In Net Assets	\$60,192.81	\$15,254.30	\$0.17	\$0.00	\$75,447.28
Net Assets At Beginning Of Year	\$100,612.35	\$362,188.33	\$28.22	\$0.00	\$462,828.90
Net Assets At End Of Year	<u>\$160,805.16</u>	<u>\$377,442.63</u>	<u>\$28.39</u>	<u>\$0.00</u>	<u>\$538,276.18</u>

Wynnmore East CDD
 Budget to Actual
 For the Month Ending 08/31/2020

	Actual	Budget	Variance	Year To Date FY 2020 Adopted Budget
Revenues				
On-Roll Assessments	\$196,828.01	\$176,137.50	\$20,690.51	\$192,150.00
Net Revenues	\$196,828.01	\$176,137.50	\$20,690.51	\$192,150.00
General & Administrative Expenses				
Supervisor Fees	\$3,600.00	\$3,666.63	(\$66.63)	\$4,000.00
D&O Insurance	2,652.00	2,608.87	43.13	2,846.00
Trustee Services	3,717.38	3,666.63	50.75	4,000.00
District Management	27,500.00	27,500.00	0.00	30,000.00
Engineering	620.00	5,500.00	(4,880.00)	6,000.00
Dissemination Agent	5,000.00	4,583.37	416.63	5,000.00
District Counsel	7,903.60	9,166.63	(1,263.03)	10,000.00
Assessment Administration	5,000.00	4,583.37	416.63	5,000.00
Reamortization Schedule	0.00	229.13	(229.13)	250.00
Audit	3,700.00	4,583.37	(883.37)	5,000.00
Travel and Per Diem	310.82	328.13	(17.31)	358.00
Telephone	0.00	45.87	(45.87)	50.00
Postage & Shipping	223.31	91.63	131.68	100.00
Copies	0.00	91.63	(91.63)	100.00
Legal Advertising	1,311.50	1,375.00	(63.50)	1,500.00
Bank Fees	0.00	275.00	(275.00)	300.00
Miscellaneous	8.97	916.74	(907.77)	1,000.00
Contingency	0.00	7,822.87	(7,822.87)	8,534.00
General Reserve	0.00	8,387.50	(8,387.50)	9,150.00
Office Supplies	0.00	229.13	(229.13)	250.00
Web Site Maintenance	1,700.00	2,200.00	(500.00)	2,400.00
Dues, Licenses, and Fees	175.00	183.37	(8.37)	200.00
Electric	22,645.48	25,666.63	(3,021.15)	28,000.00
Aquatic Contract	4,091.00	2,750.00	1,341.00	3,000.00
General Insurance	3,242.00	3,189.12	52.88	3,479.00
Property & Casualty	94.00	121.88	(27.88)	133.00
Landscaping Maintenance & Material	43,250.00	53,166.63	(9,916.63)	58,000.00
Flower & Plant Replacement	0.00	3,208.37	(3,208.37)	3,500.00
Total General & Administrative Expenses	\$136,745.06	\$176,137.50	(\$39,392.44)	\$192,150.00
Total Expenses	\$136,745.06	\$176,137.50	(\$39,392.44)	\$192,150.00
Income (Loss) from Operations	\$60,082.95	\$0.00	\$60,082.95	\$0.00
Other Income (Expense)				
Interest Income	\$109.87	\$0.00	\$109.87	\$0.00
Total Other Income (Expense)	\$109.87	\$0.00	\$109.87	\$0.00
Net Income (Loss)	\$60,192.82	\$0.00	\$60,192.82	\$0.00

Wynnmere East Community Development District

Staff Reports