

# Wynnmere East Community Development District

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

[www.wynnmerreeastcdd.com](http://www.wynnmerreeastcdd.com)

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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, March 4, 2021 at 7:00 p.m. at the Holiday Inn Express & Suites located at 226 Teco Road, Ruskin, Florida 33570.**

**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 February 4, 2020 Board of Supervisors' Meeting**

### **Business Matters**

2. **Consideration of Resolution 2021-03, Authorizing Establish Checking Account and Designation of Authorized Signatories for Operating Account(s)** *(provided under separate cover)*
3. **Consideration of Proposals for Security Cameras** *(provided under separate cover)*
4. **Consideration of Proposals for Well Pump at Front Entrance**
5. **Consideration of Contract Renewal with Solitude Lake Management for Pond Maintenance**
6. **Ratification of Payment Authorizations Nos. 156- 157**
7. **Review of Monthly Financials**

### **Other Business**

#### **Staff Reports**

District Counsel

District Engineer

District Manager

#### **Supervisor Requests and Audience Comments**

#### **Adjournment**



**Wynnmere East  
Community Development District**

**Minutes**

**MINUTES OF MEETING**

**WYNNMERE EAST COMMUNITY DEVELOPMENT DISTRICT**

**BOARD OF SUPERVISORS' MEETING**

**Thursday, February 4, 2021 at 7:03 p.m.**

**Holiday Inn Express & Suites**

**226 Teco Road, Ruskin, Florida 33570**

Board Members present at roll call:

Mona Lewis	Board Member	
Shawn Fitzgerald	Board Member	
Renee Lee	Board Member	
Nikki Foster	Board Member	
Fluffy Cazalas	Board Member	(via phone)

Also Present:

Christina Hanna	PFM Group Consulting, LLC	
Jane Gaarlandt	PFM Group Consulting, LLC	(via phone)
Dexter Glasgow	PFM Group Consulting, LLC	(via phone)
Lubna Sikder	PFM Group Consulting, LLC	(via phone)
Dana Collier	Straley Robin Vericker	(via phone)
Daniel Perry	Caliber	
Rhonda Perry	Caliber	

**FIRST ORDER OF BUSINESS**

**Roll Call to Confirm Quorum**

The meeting was called to order at approximately 7:03 p.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 December 7, 2020 Board of Supervisors' Meeting**

The Board reviewed the minutes of the December 7, 2020 and September 24, 2020 Continued Board of Supervisors' Meetings. Ms. Foster and Ms. Lee's names are misspelled in the minutes.

ON MOTION by Ms. Foster, seconded by Ms. Lewis, with all in favor, the Board approved the Minutes of the September 10, 2020 and December 7, 2020 Continued Board of Supervisors' Meeting, as amended.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-02,  
Appointing District Officers**

The current slate is Mona Lewis as Chair and Shawn Fitzgerald as Vice-Chair. Ms. Hanna requested to keep Jane Gaarlandt as Secretary, Christina Hanna as Assistant Secretary, Jennifer Glasgow as Treasurer and Amanda Lane as Assistant Treasurer to handle any items that may arise outside of the meeting. That would leave Nikki Foster, Renee Lee, and Fluffy Cazalas as Assistant Secretary.

ON MOTION by Mr. Fitzgerald, seconded by Ms. Foster, with all in favor, the Board approved Resolution 2021-02, Appointing District Officers, as presented.

**FIFTH ORDER OF BUSINESS**

**Consideration of Qualifications for District  
Engineering Services**  
a) **Landis Evans + Partners**  
b) **Johnson Engineering, INC**

The District has two proposals one from Landis Evans + Partners, and one from Johnson Engineering, INC. Ms. Hanna asked the Board if they would like to make decision at this time on which they would prefer to work with. A discussion took place and Johnson Engineering, INC won the contract.

ON MOTION by Mr. Fitzgerald, seconded by Ms. Foster, with all in favor, the Board approved to award the District Engineering Services Contract with Johnson Engineering, INC.

**SIXTH ORDER OF BUSINESS**

**Discussion of Installation of Security  
Cameras**

This item was brought to the Boards attention by Mr. Fitzgerald due to some recent activity in the neighborhood. A discussion took place. Ms. Hann asked Mr. Glasgow since the area of the mailboxes is not CDD property how would it work to put cameras in those locations. Mr. Glasgow

stated the areas the CDD is covering should only be property belonging or managed by the CDD. The mailbox area is not something that falls under the CDD property but it can be done in conjunction with the HOA. Residents can reach out to their HOA or in conjunction with law enforcement.

The Board would like two cameras in total, one over each mailbox area. Mr. Glasgow will bring proposals to the next meeting.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Contract Renewal with Solitude Lake Management for Pond Maintenance**

District staff would like to extend the contract until it is taken out for bid. The District would be able to terminate the contract at any time. A discussion took place. Ms. Collier will work on the contract to show a 30 to 60-day ability to terminate. The Board does not want to sign the proposal. Shawn will work with Dexter on getting proposals. Ms. Collier will bring the contract back at the next meeting.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Irrigation Issues at Front Entrance**

Mr. Perry explained that rats ate out wires in the electrical box and the well pump not working. A lengthy discussion took place. Mr. Fitzgerald will work on the irrigation issue and Mr. Glasgow will get proposal to have the well fixed.

**NINTH ORDER OF BUSINESS**

**Ratification of Payment Authorization Nos. 151-155**

The Board reviewed Payment Authorization Nos. 151-155 which were previously approved and paid and just need to be ratified by the Board.

ON MOTION by Mr. Fitzgerald, seconded by Ms. Lee, with all in favor, the Board ratified Payment Authorizations 151-155.

**TENTH ORDER OF BUSINESS**

**Review of Monthly Financials**

The Board reviewed the monthly financials. District Management added a separate line showing the money that is left after the deductions. No action was required by the Board.

**ELEVENTH ORDER OF BUSINESS**

**Staff Reports**

**District Counsel –** Ms. Collier explained the new Everify system and requirements of the District. The District must include language in all of their contracts That requires the district's contractors to also use the Everify system. she described the Memorandum of Understanding. She requested the board to always authorize the Chair or Vice-Chair to sign the memorandum of understanding so the District Manager can enroll in the Everify system.

A Board Member asked how the District ensures the vendors are using Everify. Ms. Collier replied that her Law firm created language they are using in all the contracts that the vendor agrees to use the Everify system. Under State law the District must make sure the contractors agree to use it but they do not have a duty to follow up with the vendors to make sure they have used it. If the vendor doesn't do it they would be in breach of the contract.

Ms. Collier stated the District Counsel has had to register with Everify so she can guide District Management on how to register for the Everify system. Ms. Collier requested the Board to approve a motion to have the Chair sign the memorandum of Understanding and she will work on getting it to the Chair for signature and District Management can contact Ms. Collier to walk them through the enrollment process.

ON MOTION by Mr. Fitzgerald, seconded by Ms. Lee, with all in favor, the Board authorized the Chair to sign the Memorandum of Understanding so the District manager can enroll I the Everify System.

**District Engineer –** Not Present

**District Manager –** Ms. Gaarlandt stated the District's bank will be starting to charge various fees and would like to move to a different bank where there are no fees.

ON MOTION by Ms. Lee, seconded by Mr. Fitzgerald, with all in favor, the Board authorized District Management to move the District accounts to either Valley Bank or City National.

Ms. Gaarlandt noted District Management staff is working on setting up a workshop for the budget to be planned for the April meeting.

Mr. Glasgow requested the Board grant permission to Mr. Perry to get a proposal to pressure wash the vinyl fencing along 11<sup>th</sup> avenue.

ON MOTION by Mr. Fitzgerald, seconded by Ms. Lee, with all in favor, the Board authorized Mr. Perry to get a proposal to pressure wash the vinyl fencing along 11<sup>th</sup> avenue.

## **TWELFTH ORDER OF BUSINESS**

### **Supervisor Requests and Audience Comments**

Ms. Cazalas asked Mr. Glasgow about the status of the landscaping company clearing the north side of Phase 1. Mr. Glasgow stated the attorney is currently preparing some access easement agreements to get permission for the landscape company to be on residents' property to get the work done. As soon as that is in place they will be able to get it set up. District staff must also send notices to the homeowners reminding them that if they want the work done any locked fences must be left unlocked so the landscaper can get back and any dogs in those areas will need to be secured so the landscaping crew can work safely and once in place the work can be done.

District staff and their contractors are not permitted to access the area behind the fence because it is not District owned but the Landscaping crew can go straight up and cut and clean everything up along the fence line on the homeowners' side of the property. Mr. Fitzgerald is working with the City and County to clean up the area behind the fence because it is their responsibility.

Ms. Cazalas asked about plans for Florida Landscape for the vacant lots behind the mailboxes to be turned into planted areas. Mr. Glasgow stated that was going to be part of the bidding process when the District had the landscapers bid in. Mr. Glasgow will connect with Mr. Petty about his recommendations. It would have to be approved by the Board.

Ms. Cazalas asked if there will be shrubbery added to Phase 1. Mr. Perry still have some work to do out there. She also asked about the lighting. Mr. Glasgow answered that is the solar lighting which was approved by the Board. She asked if there were plans to finish Phase 1. Mr. Perry stated he cannot finish Phase 1 until the irrigation is repaired because he found out there are irrigation lines along the black fence. Ms. Cazalas stated she would like to see lights to light the sign. Two Board Members will take photos of the lights to compare at the next meeting.

Ms. Lewis stated other Districts have electrical to work with and this District had to work within their budget she noted the individual who did the lights dig a good job. The District was given permission to make modifications but the owner of the house with the sign to the right is very picky because the sign is on their property. If they are not modifications the homeowner lies there is not much the District can do.

Ms. Foster requested the Board to receive text messages if a meeting is confirmed and cancelled. Ms. Hanna stated she believes the District must go through email. If the Board receives text messages that becomes public record and if there is a public record request their cell phones would be sanctioned and it would give them permission to take that device to retrieve those text messages. Ms. Gaarlandt echoed Ms. Hanna and encouraged the Board to use the District website email address assigned to each one of their seats for all District matters.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

There was no further business to discuss. Ms. Hanna requested a motion to adjourn.

ON MOTION by Ms. Lewis, seconded by Ms. Foster, with all in favor, the February 4, 2021 Board of Supervisor's Meeting for the Wynnmere East Community Development District was adjourned.

\_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Chairman / Vice Chairman



**Wynnmere East  
Community Development District**

**Resolution 2021-03**

*(provided under separate cover)*

**Wynnmere East  
Community Development District**

**Proposals for Security Cameras**

*(provided under separate cover)*

**Wynnmere East  
Community Development District**

**Proposals for Well Pump at Front  
Entrance**



American Pump Services, Inc.  
10702 Bloomingdale Ave  
Riverview, FL 33578

Phone: (813) 653-3434  
americanpumpserv@gmail.com  
americanpumpfl.com

Bill to  
**Daniel Perry**  
1801 Broad WInged Hawk Dr.  
Ruskin FL 33570

Ship to  
**Daniel Perry**  
1801 Broad WInged Hawk Dr.  
Ruskin FL 33570

### Quote Q735

Item	Description	Quantity	Price	Amount
5HP Deluxe 230V / 1 PH	5 HP - Grundfos Deluxe Control Box 230V / 1 PH	1	\$444.55	\$444.55
HD Pressure Switch	Heavy Duty Pressure Switch 40-60	1	\$86.54	\$86.54
44Gal Press Tank	Challenger Pressure Tank 44 Gallon	1	\$564.66	\$564.66
Press Gauge 0-100 PSI	Pressure Gauge 0-100 PSI	1	\$11.10	\$11.10
2" CSV3B2T	2" CSV3B2T 5-150GPM Threaded Red Iron Cycle Stop	1	\$716.88	\$716.88
Installation	Installation	3	\$150.00	\$450.00
Misc Fee	Misc Fittings	1	\$25.00	\$25.00
Pressure gauge 0-160 PSI	Pressure Gage 0 - 160 PSI	1	\$11.10	\$11.10

Subtotal: \$2,309.83

Total: \$2,309.83

**Wynnmere East  
Community Development District**

**Contract Renewal with Solitude Lake  
Management for Pond Maintenance**

## AGREEMENT

This Agreement is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2021 ("the Effective Date"), by and between:

**WYNNMERE EAST COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, being situated in Hillsborough County, Florida, and whose mailing address is 12051 Corporate Blvd., Orlando, Florida 32817 (the "District"); and

**SOLitude Lake Management, LLC**, a Virginia limited liability company registered to do business in the State of Florida, whose address is 1320 Brookwood Drive, Suite H, Little Rock, Arkansas 72202, Attn: Nick Viles (hereinafter, the "Contractor").

## RECITALS

**WHEREAS**, the District is responsible for the operation and maintenance of the three ponds (3,963 total linear feet perimeter) within the boundaries of the District; and

**WHEREAS**, the Contractor provides aquatic management services; and

**WHEREAS**, the District desires to retain the Contractor to provide pond monitoring and maintenance services as described in this Agreement.

**NOW, THEREFORE**, in consideration of the mutual covenants and agreements expressed herein the parties agree as follows:

**SECTION 1. CONTRACTOR'S REPRESENTATIONS.** In order to induce the District to enter into this Agreement, Contractor makes the following representations, upon which the District has actually and justifiably relied:

- a. The Contractor has examined and carefully studied the project site, and that Contractor has the experience, expertise, and resources to perform all required work.
- b. The Contractor is licensed to apply herbicides necessary for the work to be performed pursuant to this Agreement.
- c. The Contractor shall be liable for the decline or death of any beneficial aquatic plants, turf, shrubs, or trees due to the negligence of the Contractor.

**SECTION 2. SCOPE OF SERVICES.** The Contractor shall perform all work, including all labor, material, equipment, supplies, tools, supervision, services, transportation, and all other necessary incidental items required for the complete performance of the services as depicted on **Schedule A**, which is attached hereto and incorporated herein by reference.

**SECTION 3. MANNER OF PERFORMANCE AND CARE OF THE PROPERTY.**

{00093612.DOCX/}

a. The work shall be done, furnished, and performed in a workmanlike manner to the satisfaction of the District and shall be in accordance with the best management practices in the industry.

b. Contractor agrees to keep property clean and orderly during the course of the work and to remove all materials, debris, equipment, and machinery at the completion of each workday.

c. Contractor shall use all due care to protect the property of the District, its residents and landowners from damage. Contractor agrees to repair or replace, to the District's satisfaction, any damage resulting from Contractor's activities and work within 24 hours. In the event Contractor does not repair or replace the damage to District's satisfaction, Contractor shall be responsible for reimbursing District for such damages or the District may elect to deduct the costs of the repair from the payment to Contractor for the work under this Agreement.

**SECTION 4. COMPENSATION.** The District agrees to compensate the Contractor for the work described above in the amount of \$313.00 per month. Each month the Contractor shall submit an invoice for the work performed the previous month. The District shall pay the Contractor within 45 days of receipt of the invoice.

**SECTION 5. ADDITIONAL SERVICES.** When authorized in advance in writing by the District, the Contractor may provide additional services beyond those listed above. The additional services and any additional compensation are to be agreed upon in writing prior to the work commencing and covered under a separate amendment or work order authorization.

**SECTION 6. INDEPENDENT CONTRACTOR.** This Agreement does not create an employee/employer relationship between the parties. It is the intent of the parties that the Contractor is an independent contractor under this Agreement and not the District's employee.

**SECTION 7. INDEMNIFICATION.** Contractor shall indemnify, defend, and save harmless District its Supervisors, agents, and employees from and against all causes, claims, demands, actions, losses, liabilities, settlements, judgments, damages, costs, expenses, and fees (including without limitation reasonable attorney's and paralegal expenses at both the trial and appellate levels) of whatsoever kind or nature for damages to persons or property caused in whole or in part by any act, omission, or default of the Contractor, its agents, servants or employees arising from this contract or its performance. Nothing herein is intended to be construed, by either party, as a waiver of the protections, immunities, and limitations afforded a governmental entity pursuant to Section 768.28, Florida Statutes.

**SECTION 8. INSURANCE.** The Contractor shall maintain the following insurance coverages during the execution and performance of this Project:

- Comprehensive General Liability covering all operations, including legal liability and completed operations/products liability, with minimum limits of \$1,000,000 combined single limit occurrence;
- Comprehensive Automobile Liability Insurance covering owned, non-owned, or rented automotive equipment to be used in performance of the Work with minimum limits of \$500,000; and

- Workers compensation insurance in a form and in amounts prescribed by the laws of the State of Florida.

The District shall be named as the Insurance Certificate Holder and shall be an additional named insured on all policies of liability insurance.

**SECTION 9. TERM AND TERMINATION.** This Agreement shall continue until terminated and may be terminated by either party, for any reason, upon 30 days written notice to the other party via certified mail or hand delivery at the address on page 1 of this Agreement.

**SECTION 10. PUBLIC RECORDS.**

A. Contractor shall, pursuant to and in accordance with Section 119.0701, Florida Statutes, comply with the public records laws of the State of Florida, and specifically shall:

1. Keep and maintain public records required by the District to perform the services or work set forth in this Agreement; and
2. Upon the request of the District's custodian of public records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law; and
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the Agreement if the Contractor does not transfer the records to the District; and
4. Upon completion of the Agreement, transfer, at no cost to the District, all public records in possession of the Contractor or keep and maintain public records required by the District to perform the service or work provided for in this Agreement. If the Contractor transfers all public records to the District upon completion of the Agreement, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public disclosure requirements. If the Contractor keeps and maintains public records upon completion of the Agreement, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the District's custodian of public records, in a format that is compatible with the information technology systems of the District.

B. Contractor acknowledges that any requests to inspect or copy public records relating to this Agreement must be made directly to the District pursuant to Section 119.0701(3), Florida Statutes. If notified by the District of a public records request for records not in the possession of the District but in possession of the Contractor, the Contractor shall provide such records to the District or allow the records to be inspected or copied within a reasonable time. Contractor acknowledges that should Contractor fail to provide the public records to the District within a reasonable time, Contractor may be subject to penalties pursuant to Section 119.10, Florida Statutes.



C. IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT/CONTRACT, THE CONTRACTOR MAY CONTACT THE CUSTODIAN OF PUBLIC RECORDS FOR THE DISTRICT AT:

PFM GROUP CONSULTING LLC  
12051 CORPORATE BLVD.  
ORLANDO, FLORIDA 32817  
[GAARLANDTJ@PFM.COM](mailto:GAARLANDTJ@PFM.COM)  
407-723-5900

**SECTION 11. E-VERIFY.** Pursuant to Section 448.095(2), Florida Statutes,

A. Contractor represents that Contractor is eligible to contract with the District and is currently in compliance and will remain in compliance, for as long as it has any obligations under this Agreement, with all requirements of the above statute; this includes, but is not limited to, registering with and using the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all employees hired on or after January 1, 2021.

B. If the District has a good faith belief that the Contractor has knowingly violated Section 448.09(1), Florida Statutes, the District will terminate this Agreement as required by Section 448.095(2)(c), Florida Statutes. If the District has a good faith belief that a subcontractor knowingly violated Section 448.09(1), Florida Statutes, but the Contractor otherwise complied with its obligations thereunder, the District shall promptly notify the Contractor and the Contractor will immediately terminate its contract with the subcontractor.

If this Agreement is terminated in accordance with this section, then the Contractor will be liable for any additional costs incurred by the District.

**SECTION 12. COMPLIANCE WITH LAWS AND RULES.** Contractor shall comply with all laws, ordinances, or governmental rules or regulations to which Contractor is subject, including, without limitation, environmental and health and safety laws and regulations, and will obtain and maintain in effect all licenses, certificates, permits, franchises, and other governmental authorizations necessary for Contractor to perform the services stated in this Agreement.

**SECTION 13. GOVERNING LAW.** This Agreement shall be governed and construed in accordance with the laws of the state of Florida.

**SECTION 14. CONFLICT.** In the event of a conflict between this Agreement and Exhibit A, the terms of this Agreement shall be controlling.

**IN WITNESS WHEREOF,** the parties hereto have signed this Agreement on the day and year first written above.

**WYNNMERE EAST COMMUNITY  
DEVELOPMENT DISTRICT**

**SOLitude Lake Management, LLC,  
a Virginia limited liability company**

\_\_\_\_\_  
Chairman/Vice Chairman:  
Date: \_\_\_\_\_

\_\_\_\_\_  
By: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date \_\_\_\_\_

## Exhibit A



## SCHEDULE A – ANNUAL MANAGEMENT SERVICES

### Aquatic Weed Control:

1. Pond(s) will be inspected on **one (1) time per month** basis during the months of **March through February**.
2. Any growth of undesirable aquatic weeds and vegetation found in the pond(s) with each inspection shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required to control the specific varieties of aquatic weeds and vegetation found in the pond(s) at the time of application.
3. Invasive and unwanted submersed and floating vegetation will be treated and controlled preventatively and curatively each spring and early summer through the use of systemic herbicides at the rate appropriate for control of the target species. Application rates will be designed to allow for selective control of unwanted species while allowing for desirable species of submersed and emergent wetland plants to prosper.

### Shoreline Weed Control:

1. Shoreline areas will be inspected on a **one (1) time per month** basis during the months of **March through February**.
2. Any growth of cattails, phragmites, or other unwanted shoreline vegetation found within the pond areas shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required for control of the plants present at time of application.
3. Any growth of unwanted plants or weeds growing in areas where stone has been installed for bank stabilization and erosion control shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required to control the unwanted growth present at the time of application.

### Pond Algae Control:

1. Pond(s) will be inspected on a **one (1) time per month** basis during the months of **March through February**.
2. Any algae found in the pond(s) with each inspection shall be treated and controlled through the application of algaecides, aquatic herbicides, and aquatic surfactants as needed for control of the algae present at the time of service.

### Pond Dye:

1. **Pond Dye** will be applied to the pond(s) on a **as needed** basis to help shade the pond(s) from sunlight penetration, thus helping to slow the growth of algae and aquatic weeds.
2. A combination of blue and black dye will be used as required to maintain a dark natural water color.

### Trash Removal:

1. Trash and light debris will be removed from the pond(s) with each service and disposed off site. Any large item or debris that is not easily and reasonably removable by one

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person during the routine visit will be removed with the Customer's approval for an additional fee. Routine trash and debris removal services are for the pond areas only, and do not include any trash or debris removal from the surrounding terrestrial (dry land) areas.

Service Reporting:

1. Customer will be provided with a monthly service report detailing all of the work performed as part of this contract.

General Qualifications:

1. Company is a licensed pesticide applicator in the state in which service is to be provided.
2. Individual Applicators are Certified Pesticide Applicators in Aquatics, Public Health, Forestry, Right of Way, and Turf/Ornamental as required in the state in which service is to be provided.
3. Company is a SePRO Preferred Applicator and dedicated Steward of Water. Each individual applicator has been trained and educated in the water quality testing and analysis required for site specific water quality management prescriptions and utilizes an integrated approach that encompasses all aspects of ecologically balanced management. Each applicator has received extensive training in the proper selection, use, and application of all aquatic herbicides, algaecides, adjuvants, and water quality enhancement products necessary to properly treat our Customers' lakes and ponds as part of an overall integrated pest management program.
4. Company guarantees that all products used for treatment are EPA registered and labeled as appropriate and safe for use in lakes, ponds, and other aquatic sites, and are being applied in a manner consistent with their labeling.
5. All pesticide applications made directly to the water or along the shoreline for the control of algae, aquatic weeds, or other aquatic pests as specified in this contract will meet or exceed all of the Company's legal regulatory requirements as set forth by the EPA and related state agencies for NPDES and FIFRA. Company will perform treatments that are consistent with NPDES compliance standards as applicable in and determined by the specific state in which treatments are made. All staff will be fully trained to perform all applications in compliance with all federal, state, and local law.
6. Company will continue to maintain all appropriate training and licensing necessary to perform all specified work in a safe and legal manner throughout the entire contract period.
7. Company will furnish personnel, equipment, boats, materials, and other items required to provide the foregoing at his expense.

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**Wynnmere East  
Community Development District**

**Payment Authorization Nos. 156 – 157**

**WYNNMERE EAST  
COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization No. 156**  
2/2/2021

Item No.	Payee	Invoice Number	FY21 General Fund
1	<b>Business Observer</b> Legal Advertising 1/22/21	21-00291H	\$ 67.81
2	<b>Caliber Residential &amp; Commercial Services</b> Landscape Jan 2021	107	\$ 3,000.00
	Landscape Feb 2021	108	\$ 3,000.00
3	<b>Straley Robin Vericker</b> Legal Counsel thru 1/25/2021	19349	\$ 316.50
			<hr/> \$ 6,384.31
			<hr/> <b>TOTAL</b> <b>\$6,384.31</b> <hr/>

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Board Member

## Lubna Sikder

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**From:** MONA LEWIS <magdiva77@aol.com>  
**Sent:** Thursday, February 4, 2021 8:01 AM  
**To:** Lubna Sikder  
**Subject:** Re: Wynnmere East PA #156

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

**EXTERNAL EMAIL:** Use care with links and attachments.

Approval to pay #156

Mona Lewis

On Feb 2, 2021, at 4:04 PM, Lubna Sikder <sikderl@pfm.com> wrote:

Hi Mona,

Please review and approve PA #156 for Wynnmere East CDD.

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](mailto:sikderl@pfm.com)

<WE PA 156.pdf>



**WYNNMERE EAST  
COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization No. 157**  
2/16/2021

Item No.	Payee	Invoice Number	FY21 General Fund
<b>1</b>	<b>Board Member Fees Meeting February 4, 2021</b>		
	Fluffy N. Cazals	--	\$ 200.00
	Mona Lewis	--	\$ 200.00
	Renee Lee	--	\$ 200.00
	Nikki Foster	--	\$ 200.00
<b>2</b>	<b>Caliber Residential &amp; Commercial Services</b>		
	Clear Lake Area	109	\$ 5,100.00
	Trim Oak to Clear Solar Access to Lights	110	\$ 1,800.00
	Landscape and Fence Repairs	111	\$ 2,700.00
<b>3</b>	<b>PFM Group Consulting LLC</b>		
	Postage/ Fed Ex Jan 2021	OE-EXP-02-57	\$ 18.09
<b>4</b>	<b>TECO</b>		
	Acct # 211005933836 Svcs 12/30/20 - 01/28/21	--	\$ 20.82
	Acct # 211005934289 Svcs 12/30/20 - 01/28/21	--	\$ 921.77
	Acct # 221001988080 Svcs 12/30/20 - 01/28/21	--	\$ 1,366.74
<b>5</b>	<b>VGlobal Tech</b>		
	Monthly Website Fee Feb 2021	2396	\$ 75.00
			\$ 12,802.42
<b>TOTAL</b>			<b>\$12,802.42</b>

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Board Member

## Lubna Sikder

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**From:** MONA LEWIS <magddiva77@aol.com>  
**Sent:** Tuesday, February 23, 2021 1:58 PM  
**To:** Lubna Sikder  
**Subject:** Re: Wynnmere East PA #157 REVISED

**EXTERNAL EMAIL:** Use care with links and attachments.

Authorization to pay revised invoice #157

Mona Lewis

On Feb 23, 2021, at 1:26 PM, Lubna Sikder <sikderl@pfm.com> wrote:

Hi Mona,

I added the board member fee and revised the attached payment authorization #157. We still do not have Nikki Foster's W-9 and will not be able to process her check. Please review and approve PA#157.

**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](mailto:sikderl@pfm.com)

<WE PA 157.pdf>

**Wynnmere East  
Community Development District**

**Monthly Financials**

**Wynnmere East CDD**  
Statement of Financial Position  
As of 1/31/2021

	General Fund	Debt Service Fund	Capital Projects Fund	General Long- Term Debt	Total
<b><u>Assets</u></b>					
<b><u>Current Assets</u></b>					
General Checking Account	\$310,506.32				\$310,506.32
Deposits	2,825.00				2,825.00
Due From Other Funds		\$36,239.00			36,239.00
Debt Service Reserve Series 2016		193,137.72			193,137.72
Revenue Series 2016		395,202.65			395,202.65
Prepayment Series 2016		997.74			997.74
Acquisition/Construction Series 2016			\$28.39		28.39
Total Current Assets	<u>\$313,331.32</u>	<u>\$625,577.11</u>	<u>\$28.39</u>	<u>\$0.00</u>	<u>\$938,936.82</u>
<b><u>Investments</u></b>					
Amount Available in Debt Service Funds				\$589,338.11	\$589,338.11
Amount To Be Provided				4,735,661.89	4,735,661.89
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>
<b>Total Assets</b>	<b><u>\$313,331.32</u></b>	<b><u>\$625,577.11</u></b>	<b><u>\$28.39</u></b>	<b><u>\$5,325,000.00</u></b>	<b><u>\$6,263,936.82</u></b>
<b><u>Liabilities and Net Assets</u></b>					
<b><u>Current Liabilities</u></b>					
Due To Other Funds	\$36,239.00				\$36,239.00
Total Current Liabilities	<u>\$36,239.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$36,239.00</u>
<b><u>Long Term Liabilities</u></b>					
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>
<b>Total Liabilities</b>	<b><u>\$36,239.00</u></b>	<b><u>\$0.00</u></b>	<b><u>\$0.00</u></b>	<b><u>\$5,325,000.00</u></b>	<b><u>\$5,361,239.00</u></b>
<b><u>Net Assets</u></b>					
Net Assets, Unrestricted	(\$6,961.01)				(\$6,961.01)
Net Assets - General Government	147,800.12				147,800.12
Current Year Net Assets - General Government	136,253.21				136,253.21
Net Assets, Unrestricted		\$377,446.41			377,446.41
Current Year Net Assets, Unrestricted		248,130.70			248,130.70
Net Assets, Unrestricted			\$28.39		28.39
<b>Total Net Assets</b>	<b><u>\$277,092.32</u></b>	<b><u>\$625,577.11</u></b>	<b><u>\$28.39</u></b>	<b><u>\$0.00</u></b>	<b><u>\$902,697.82</u></b>
<b>Total Liabilities and Net Assets</b>	<b><u>\$313,331.32</u></b>	<b><u>\$625,577.11</u></b>	<b><u>\$28.39</u></b>	<b><u>\$5,325,000.00</u></b>	<b><u>\$6,263,936.82</u></b>

**Wynnmere East CDD**

Statement of Activities

As of 1/31/2021

	General Fund	Debt Service Fund	Capital Projects Fund	General Long- Term Debt	Total
<b><u>Revenues</u></b>					
On-Roll Assessments	\$194,631.05				\$194,631.05
On-Roll Assessments		\$388,372.99			388,372.99
Total Revenues	<u>\$194,631.05</u>	<u>\$388,372.99</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$583,004.04</u>
<b><u>Expenses</u></b>					
Supervisor Fees	\$400.00				\$400.00
D&O Insurance	2,785.00				2,785.00
Trustee Services	1,858.69				1,858.69
District Management	9,999.99				9,999.99
Field Management	49.87				49.87
Dissemination Agent	1,250.00				1,250.00
District Counsel	3,089.30				3,089.30
Assessment Administration	5,000.00				5,000.00
Postage & Shipping	35.32				35.32
Legal Advertising	203.43				203.43
Contingency	113.00				113.00
Web Site Maintenance	725.00				725.00
Dues, Licenses, and Fees	175.00				175.00
Electric	6,850.82				6,850.82
General Insurance	3,404.00				3,404.00
Property & Casualty	1,789.00				1,789.00
Landscaping Maintenance & Material	20,649.42				20,649.42
Interest Payments		\$140,246.88			140,246.88
Total Expenses	<u>\$58,377.84</u>	<u>\$140,246.88</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$198,624.72</u>
<b><u>Other Revenues (Expenses) &amp; Gains (Losses)</u></b>					
Interest Income		\$4.32			\$4.32
Dividends		0.27			0.27
Total Other Revenues (Expenses) & Gains (Losses)	<u>\$0.00</u>	<u>\$4.59</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$4.59</u>
<b>Change In Net Assets</b>	\$136,253.21	\$248,130.70	\$0.00	\$0.00	\$384,383.91
<b>Net Assets At Beginning Of Year</b>	<u>\$140,839.11</u>	<u>\$377,446.41</u>	<u>\$28.39</u>	<u>\$0.00</u>	<u>\$518,313.91</u>
<b>Net Assets At End Of Year</b>	<u><u>\$277,092.32</u></u>	<u><u>\$625,577.11</u></u>	<u><u>\$28.39</u></u>	<u><u>\$0.00</u></u>	<u><u>\$902,697.82</u></u>

**Wynnmere East CDD**  
**Budget to Actual**  
**For the Month Ending 01/31/2021**

	Actual	Year To Date Budget	Variance	FY 2021 Adopted Budget
<b><u>Revenues</u></b>				
On-Roll Assessments	\$194,631.05	\$64,050.00	\$130,581.05	\$192,150.00
Carry Forward	0.00	5,133.32	(5,133.32)	15,400.00
<b>Net Revenues</b>	<b>\$194,631.05</b>	<b>\$69,183.32</b>	<b>\$125,447.73</b>	<b>\$207,550.00</b>
<b><u>General &amp; Administrative Expenses</u></b>				
Supervisor Fees	\$400.00	\$1,200.00	(\$800.00)	\$3,600.00
D&O Insurance	2,785.00	1,000.00	1,785.00	3,000.00
Trustee Services	1,858.69	1,333.32	525.37	4,000.00
District Management	9,999.99	13,333.32	(3,333.33)	40,000.00
Field Management	49.87	500.00	(450.13)	1,500.00
Engineering	0.00	2,000.00	(2,000.00)	6,000.00
Dissemination Agent	1,250.00	1,666.68	(416.68)	5,000.00
District Counsel	3,089.30	3,333.32	(244.02)	10,000.00
Assessment Administration	5,000.00	1,666.68	3,333.32	5,000.00
Reamortization Schedule	0.00	83.32	(83.32)	250.00
Audit	0.00	1,666.68	(1,666.68)	5,000.00
Postage & Shipping	35.32	33.32	2.00	100.00
Copies	0.00	33.32	(33.32)	100.00
Legal Advertising	203.43	500.00	(296.57)	1,500.00
Contingency	113.00	6,666.72	(6,553.72)	20,000.00
Office Supplies	0.00	83.32	(83.32)	250.00
Web Site Maintenance	725.00	900.00	(175.00)	2,700.00
Dues, Licenses, and Fees	175.00	66.68	108.32	200.00
Electric	6,850.82	9,333.32	(2,482.50)	28,000.00
Aquatic Contract	0.00	2,000.00	(2,000.00)	6,000.00
General Insurance	3,404.00	1,233.32	2,170.68	3,700.00
Property & Casualty	1,789.00	50.00	1,739.00	150.00
Landscaping Maintenance & Material	20,649.42	19,333.32	1,316.10	58,000.00
Flower & Plant Replacement	0.00	1,166.68	(1,166.68)	3,500.00
<b>Total General &amp; Administrative Expenses</b>	<b>\$58,377.84</b>	<b>\$69,183.32</b>	<b>(\$10,805.48)</b>	<b>\$207,550.00</b>
<b>Total Expenses</b>	<b>\$58,377.84</b>	<b>\$69,183.32</b>	<b>(\$10,805.48)</b>	<b>\$207,550.00</b>
<b>Net Income (Loss)</b>	<b>\$136,253.21</b>	<b>\$0.00</b>	<b>\$136,253.21</b>	<b>\$0.00</b>

**Wynnmere East  
Community Development District**

**Staff Reports**