

# Wynnmere West Community Development District

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

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

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The following is the proposed agenda for the Board of Supervisors' Meeting for the Wynnmere West Community Development District, scheduled to be held on **Thursday, December 3, 2020 at 5:00 p.m. at the Holiday Inn Express & Suites, 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]*
- Administration of the Oath of Office to Newly Elected Board Members
- 1. **Consideration of Resolution 2021-01, Canvassing and Certifying the Results of the Landowners' Election** *(provided under separate cover)*
- 2. **Consideration of Resolution 2021-02, Appointing District Officers** *(provided under separate cover)*
- 3. **Consideration of Minutes of the July 9, 2020 Board of Supervisors' Meeting and the November 5, 2020 Landowners' Meeting** *(provided under separate cover)*

### **Business Matters**

- 4. **Consideration of Resolution 2021-03, Adapting Amended FY 2020 O&M Budget** *(provided under separate cover)*
- 5. **Consideration for Proposal for Replacement of Pool Furniture** *(provided under separate cover)*
- 6. **Consideration of the Agreement between the District and VGlobalTech for Website Auditing Services** *(provided under separate cover)*
- 7. **Consideration of Proposals for Security Services** *(provided under separate cover)*
- 8. **Consideration of General Maintenance** *(provided under separate cover)*
- 9. **Consideration of Field Management Agreement with the District and Phil C. Swanson** *(provided under separate cover)*
- 10. **Consideration of Update to Website for Statutory Requirements** *(provided under separate cover)*
- **Discussion of Parking Policies**
- 11. **Ratification of Payment Authorizations Nos. 190-198**
- 12. **Review of Monthly Financials**



**Other Business**

**Staff Reports**

District Counsel

District Engineer

District Manager

- Amenities Improvement/Repair Update

**Supervisor Requests and Audience Comments**

**Adjournment**



**pfm**

**Wynnmere West  
Community Development District**

**Resolution 2021-01**

*(provided under separate cover)*

**Wynnmere West  
Community Development District**

**Resolution 2021-02**

*(provided under separate cover)*

**Wynnmere West  
Community Development District**

**Minutes**

*(provided under separate cover)*

**Wynnmere West  
Community Development District**

**Resolution 2021-03**

*(provided under separate cover)*

**Wynnmere West  
Community Development District**

**Proposal for Replacement of Pool Furniture**

*(provided under separate cover)*

**Wynnmere West  
Community Development District**

**Agreement between the District and VGlobalTech  
for Website Auditing Services**

*(provided under separate cover)*



**Wynnmere West  
Community Development District**

**Proposals for security services**

*(provided under separate cover)*

**Wynnmere West  
Community Development District**

**eneral aintenance**

*(provided under separate cover)*

# **Wynnmere West Community Development District**

**Field ana ement reement it t e istrict  
and P il . anson**

*(provided under separate cover)*

# **Wynnmere West Community Development District**

**update to the site for Tutor Re uirements**

*(provided under separate cover)*

**Wynnmere West  
Community Development District**

**Payment Authorizations Nos. 190 198**

**WYNNMERE WEST  
COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization No. 190**

6/23/2020

Item No.	Payee	Invoice Number	FY20 General Fund
1	<b>Dragonfly Home Services</b> Final Cleaning Week of Jun 8	--	\$ 90.00
2	<b>Hopping Green &amp; Sams</b> Dist Counsel Svcs Thru 05/31/2020 Dist Counsel Svcs Thru 05/31/2020	115401 115402	\$ 2,251.00 \$ 636.00
3	<b>PFM Group Consulting LLC</b> Dist. Mgmt June 2020 Website Fee June 2020	DM-06-2020-0079 DM-06-2020-0080	\$ 2,500.00 \$ 100.00
4	<b>Swanson &amp; Son Inc.</b> Lawn Care June 2020	15273	\$ 4,222.00
5	<b>TECO</b> 211006709979 ; Svc 04/30/2020 - 05/29/2020 211006780178 ; Svc 04/29/2020 - 05/28/2020 211006780400 ; Svc 04/30/2020 - 05/28/2020 211006780657 ; Svc 04/29/2020 - 05/28/2020 211006780863 ; Svc 04/29/2020 - 05/28/2020 221007326640 ; Svc 04/29/2020 - 05/28/2020	-- -- -- -- -- --	\$ 21.09 \$ 1,765.65 \$ 33.44 \$ 322.42 \$ 20.53 \$ 692.97
			\$12,655.10
<b>TOTAL</b>			<b>\$12,655.10</b>

Board Member

## Lubna Sikder

---

**From:** John Szczesny <john.szczesny@lgihomes.com>  
**Sent:** Friday, June 26, 2020 9:20 AM  
**To:** Lubna Sikder; Alex Azan  
**Subject:** RE: Wynnmere West CDD PA #190

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

Approved

**From:** Lubna Sikder <sikderl@pfm.com>  
**Sent:** Thursday, June 25, 2020 3:40 PM  
**To:** Alex Azan <aazan@lgihomes.com>; John Szczesny <john.szczesny@lgihomes.com>  
**Subject:** Wynnmere West CDD PA #190

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Alex/John,

Attached is the payment authorization #190 / Wynnmere West CDD 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](mailto:sikderl@pfm.com)

**WYNNMERE WEST  
COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization No. 191**

7/8/2020

Item No.	Payee	Invoice Number	FY20 General Fund
<b>1</b>	<b>Board Member Fees Meeting on 06/04 &amp; 06/11</b>		
	Monica Swanson	--	\$ 200.00
	Monica Swanson	--	\$ 200.00
<b>2</b>	<b>Pinch-A-Penny</b>		
	Monthly Pool Svcs June 2020	16432	\$ 800.00
<b>3</b>	<b>SOLitude Lake Management, LLC</b>		
	Lake & Pond Mgmt Dec 2019-Apr 2020	PI-A00399472	\$ 472.00
	Lake & Pond Mgmt May 2020	PI-A00405328	\$ 562.00
	Lake & Pond Mgmt Jul. 2020	PI-A00438316	\$ 562.00
			\$2,796.00
<b>TOTAL</b>			<b>\$2,796.00</b>

Board Member



## Lubna Sikder

---

**From:** John Szczesny <john.szczesny@lgihomes.com>  
**Sent:** Thursday, July 16, 2020 9:50 PM  
**To:** Lubna Sikder  
**Cc:** Alex Azan  
**Subject:** RE: Wynnmere West CDD PA #191

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

Approved

**From:** Lubna Sikder <sikderl@pfm.com>  
**Sent:** Thursday, July 16, 2020 9:27 PM  
**To:** John Szczesny <john.szczesny@lgihomes.com>  
**Cc:** Alex Azan <aazan@lgihomes.com>  
**Subject:** FW: Wynnmere West CDD PA #191

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi John,

Please approve payment authorization #191. Monica Swanson is asking for her payment.

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)

---

**From:** Lubna Sikder  
**Sent:** Friday, July 10, 2020 10:50 AM  
**To:** aazan ([aazan@lgihomes.com](mailto:aazan@lgihomes.com)) <[aazan@lgihomes.com](mailto:aazan@lgihomes.com)>; 'John Szczesny' <[john.szczesny@lgihomes.com](mailto:john.szczesny@lgihomes.com)>  
**Subject:** Wynnmere West CDD PA #191

Hi Alex/John,

Attached is the payment authorization #191 / Wynnmere West CDD 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



**WYNNMERE WEST  
COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization No. 192**

7/22/2020

Item No.	Payee	Invoice Number	FY20 General Fund
1	<b>Board Member Fees Meeting on 07/09</b> Monica Swanson	--	\$ 200.00
2	<b>Business Observer</b> Legal Advertising 06/19/20 & 6/26/20	20-02114H	\$ 826.88
3	<b>Grau and Associates</b> Audit FY2019	20031	\$ 4,700.00
4	<b>Hillsborough County Water</b> Present Read Date 06/25/2020	--	\$ 1,091.52
5	<b>PFM Group Consulting LLC</b> Dist. Mgmt July 2020 Website Fee July 2020 Billable expenses May 2020	DM-07-2020-0076 DM-07-2020-0077 110006	\$ 2,500.00 \$ 100.00 \$ 43.97
6	<b>Spectrum</b> Svcs from 07/04/20 - 08/03/20	--	\$ 111.97
			\$9,574.34
<b>TOTAL</b>			<b>\$9,574.34</b>

Board Member

## Lubna Sikder

---

**From:** John Szczesny <john.szczesny@lgihomes.com>  
**Sent:** Monday, July 27, 2020 3:23 PM  
**To:** Lubna Sikder  
**Cc:** Alex Azan  
**Subject:** RE: Wynnmere West CDD PA #192

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

Approved

**From:** Lubna Sikder <sikderl@pfm.com>  
**Sent:** Monday, July 27, 2020 2:55 PM  
**To:** John Szczesny <john.szczesny@lgihomes.com>  
**Cc:** Alex Azan <aazan@lgihomes.com>  
**Subject:** Wynnmere West CDD PA #192

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Alex/John,

Attached is the payment authorization #192 / Wynnmere West CDD 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](mailto:sikderl@pfm.com)

**WYNNMERE WEST  
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 193

8/3/2020

Item No.	Payee	Invoice Number	FY20 General Fund
1	<b>Landmark Engineering</b> Engineering SVCS Thru 06/30/2020	2140006-49	\$ 525.00
2	<b>PFM Group Consulting LLC</b> Postage & FedEx May 2020 Postage & FedEx Jun 2020	OE-EXP-00927 OE-EXP-00984	\$ 17.75 \$ 4.00
3	<b>Phil Swanson</b> On-site attendant June 2020	9	\$ 400.00
4	<b>Swanson &amp; Son Inc.</b> Landscape Improvements Replace Failed Materials Lawn Care July 2020	15318 15319 15334	\$ 1,477.00 \$ 1,530.00 \$ 4,222.00
5	<b>TECO</b> 211006709979 ; Svc 05/30/2020 - 06/29/2020 211006780178 ; Svc 05/29/2020 - 06/26/2020 211006780400 ; Svc 05/29/2020 - 06/26/2020 211006780657 ; Svc 05/29/2020 - 06/26/2020 211006780863 ; Svc 05/29/2020 - 06/26/2020 221007326640 ; Svc 05/29/2020 - 06/26/2020	-- -- -- -- -- --	\$ 20.27 \$ 1,765.65 \$ 57.88 \$ 349.94 \$ 20.53 \$ 692.97
6	<b>Terminix</b> Pest Control Svcs 07/07/2020	398304859	\$ 72.00
			\$11,154.99
<b>TOTAL</b>			<b>\$11,154.99</b>

Board Member

## Lubna Sikder

---

**From:** John Szczesny <john.szczesny@lgihomes.com>  
**Sent:** Thursday, August 6, 2020 10:58 AM  
**To:** Lubna Sikder  
**Cc:** Alex Azan  
**Subject:** RE: Wynnmere West CDD PA #193

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

Approved

**From:** Lubna Sikder <sikderl@pfm.com>  
**Sent:** Thursday, August 6, 2020 10:48 AM  
**To:** John Szczesny <john.szczesny@lgihomes.com>  
**Cc:** Alex Azan <aazan@lgihomes.com>  
**Subject:** Wynnmere West CDD PA #193

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Alex/John,

Attached is the payment authorization #193 / Wynnmere West CDD 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](mailto:sikderl@pfm.com)

**WYNNMERE WEST  
COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization No. 194**

8/11/2020

Item No.	Payee	Invoice Number	FY20 General Fund
1	<b>Business Observer</b> Legal Advertising 07/24/20	20-02398H	\$ 72.19
2	<b>Pinch-A-Penny</b> Stenner Feeder	17146	\$ 569.99
	Monthly Pool Svcs July 2020	17175	\$ 800.00
3	<b>Swanson &amp; Son Inc.</b> Install Storm Water Drain	15377	\$ 1,342.50
4	<b>VGlobalTech</b> Quarterly ADA Audit	1751	\$ 300.00
			\$3,084.68
		<b>TOTAL</b>	<b>\$3,084.68</b>

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Board Member

## Lubna Sikder

---

**From:** John Szczesny <john.szczesny@lgihomes.com>  
**Sent:** Monday, August 24, 2020 3:06 PM  
**To:** Lubna Sikder  
**Cc:** Alex Azan  
**Subject:** RE: Wynnmere West CDD PA #194

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

Approved

**From:** Lubna Sikder <sikderl@pfm.com>  
**Sent:** Thursday, August 13, 2020 6:40 PM  
**To:** John Szczesny <john.szczesny@lgihomes.com>  
**Cc:** Alex Azan <aazan@lgihomes.com>  
**Subject:** Wynnmere West CDD PA #194

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Alex/John,

Attached is the payment authorization #194 / Wynnmere West CDD 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](mailto:sikderl@pfm.com)



**WYNNMERE WEST  
COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization No. 195**  
8/21/2020

Item No.	Payee	Invoice Number	FY20 General Fund
1	<b>Hillsborough County Water</b> Present Read Date 07/31/2020	--	\$ 967.82
2	<b>Hopping Green &amp; Sams</b> Dist Counsel Svcs Thru 06/30/2020	116335	\$ 8,035.00
3	<b>Landmark Engineering</b> Engineering SVCS Thru 01/31/2020	2140006-45	\$ 127.50
4	<b>PFM Group Consulting LLC</b> Dist. Mgmt Aug 2020 Website Fee Aug 2020	DM-08-2020-0069 DM-08-2020-0070	\$ 2,500.00 \$ 100.00
5	<b>Phil Swanson</b> On-site attendant July 2020	10	\$ 400.00
6	<b>SOLitude Lake Management, LLC</b> Lake & Pond Mgmt Aug. 2020	PI-A00456933	\$ 562.00
7	<b>Spectrum</b> Svcs from 08/04/20 - 09/03/20	--	\$ 111.97
8	<b>Swanson &amp; Son Inc.</b> Refresh Mulch in the Playground	15380	\$ 1,683.00
9	<b>TECO</b> 211006709979 ; Svc 06/30/2020 - 07/29/2020 211006780178 ; Svc 06/27/2020 - 07/29/2020 211006780400 ; Svc 06/27/2020 - 07/29/2020 211006780657 ; Svc 06/27/2020 - 07/29/2020 211006780863 ; Svc 06/27/2020 - 07/29/2020 221007326640 ; Svc 06/27/2020 - 07/29/2020	-- -- -- -- -- --	\$ 20.27 \$ 1,765.65 \$ 89.20 \$ 408.94 \$ 20.53 \$ 692.97
10	<b>Terminix</b> Pest Control Svcs 08/04/2020	399203093	\$ 72.00
			\$17,556.85
<b>TOTAL</b>			<b>\$17,556.85</b>

Board Member

## Lubna Sikder

---

**From:** John Szczesny <john.szczesny@lgihomes.com>  
**Sent:** Monday, August 24, 2020 3:05 PM  
**To:** Lubna Sikder  
**Cc:** Alex Azan  
**Subject:** RE: Wynnmere West CDD PA #195

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

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

Approved

**From:** Lubna Sikder <sikderl@pfm.com>  
**Sent:** Monday, August 24, 2020 2:01 PM  
**To:** John Szczesny <john.szczesny@lgihomes.com>  
**Cc:** Alex Azan <aazan@lgihomes.com>  
**Subject:** Wynnmere West CDD PA #195

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Alex/John,

Attached is the payment authorization #195 / Wynnmere West CDD for your review and approval. Also, please give us an update on PA#194 which is pending your approval. 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](mailto:sikderl@pfm.com)

**WYNNMERE WEST  
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 196

9/18/2020

Item No.	Payee	Invoice Number	FY20 General Fund	FY21 General Fund
1	<b>Alvarez Plumbing &amp; A/C</b> Test Device	4991-11790	\$ 60.00	
2	<b>Business Observer</b> Legal Advertising 08/21/20	20-02672H	\$ 74.38	
3	<b>Egis</b> Insurance Policy Renewal FY 2021	11708		\$ 12,986.00
4	<b>Hillsborough County Water</b> Present Read Date 08/31/2020	--	\$ 221.64	
5	<b>Hopping Green &amp; Sams</b> Dist Counsel Svcs Thru 07/31/2020	116934	\$ 1,833.50	
6	<b>PFM Group Consulting LLC</b> Postage & FedEx Mar 2020 Postage & FedEx Apr 2020 Postage & FedEx May 2020 Postage & FedEx Jul 2020 Postage & FedEx Aug 2020	OE-EXP-00817 OE-EXP-00878 OE-EXP-00932 OE-EXP-01045 OE-EXP-01105	\$ 13.42 \$ 4.73 \$ 4.34 \$ 8.50 \$ 185.44	
7	<b>Pinch-A-Penny</b> Slide Valve Repair Kit Monthly Pool Svcs Aug 2020	17940 17903	\$ 179.99 \$ 800.00	
8	<b>SOLitude Lake Management, LLC</b> Lake & Pond Mgmt Sep. 2020	PI-A00470165	\$ 562.00	
9	<b>Spectrum</b> Svcs from 09/04/20 - 10/03/20	--	\$ 111.97	
10	<b>Swanson &amp; Son Inc.</b> Lawn Care Aug 2020	15400	\$ 4,222.00	
11	<b>TECO</b> 211006709979 ; Svc 07/30/2020 - 08/27/2020 211006780178 ; Svc 07/30/2020 - 08/27/2020 211006780400 ; Svc 07/30/2020 - 08/27/2020 211006780657 ; Svc 07/30/2020 - 08/27/2020 211006780863 ; Svc 07/30/2020 - 08/27/2020 221007326640 ; Svc 07/30/2020 - 08/27/2020	-- -- -- -- -- --	\$ 40.54 \$ 1,789.43 \$ 69.37 \$ 422.57 \$ 41.10 \$ 698.92	
12	<b>Terminix</b> Pest Control Svcs 09/01/2020	400056231	\$ 72.00	
			\$11,415.84	\$12,986.00
<b>TOTAL</b>			<b>\$24,401.84</b>	

Board Member

## Lubna Sikder

---

**From:** John Szczesny <john.szczesny@lgihomes.com>  
**Sent:** Monday, August 24, 2020 3:05 PM  
**To:** Lubna Sikder  
**Cc:** Alex Azan  
**Subject:** RE: Wynnmere West CDD PA #195

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

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

Approved

**From:** Lubna Sikder <sikderl@pfm.com>  
**Sent:** Monday, August 24, 2020 2:01 PM  
**To:** John Szczesny <john.szczesny@lgihomes.com>  
**Cc:** Alex Azan <aazan@lgihomes.com>  
**Subject:** Wynnmere West CDD PA #195

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Hi Alex/John,

Attached is the payment authorization #195 / Wynnmere West CDD for your review and approval. Also, please give us an update on PA#194 which is pending your approval. Please contact me if you have any questions.

Lubna Sikder  
District Accountant  
PFM Group Consulting LLC  
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407.723.5900 – main number // 407.723.5901 – fax  
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[sikderl@pfm.com](mailto:sikderl@pfm.com)

**WYNNMERE WEST  
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 196  
9/18/2020

Item No.	Payee	Invoice Number	FY20 General Fund	FY21 General Fund
1	<b>Alvarez Plumbing &amp; A/C</b> Test Device	4991-11790	\$ 60.00	
2	<b>Business Observer</b> Legal Advertising 08/21/20	20-02672H	\$ 74.38	
3	<b>Egis</b> Insurance Policy Renewal FY 2021	11708		\$ 12,986.00
4	<b>Hillsborough County Water</b> Present Read Date 08/31/2020	--	\$ 221.64	
5	<b>Hopping Green &amp; Sams</b> Dist Counsel Svcs Thru 07/31/2020	116934	\$ 1,833.50	
6	<b>PFM Group Consulting LLC</b> Postage & FedEx Mar 2020 Postage & FedEx Apr 2020 Postage & FedEx May 2020 Postage & FedEx Jul 2020 Postage & FedEx Aug 2020	OE-EXP-00817 OE-EXP-00878 OE-EXP-00932 OE-EXP-01045 OE-EXP-01105	\$ 13.42 \$ 4.73 \$ 4.34 \$ 8.50 \$ 185.44	
7	<b>Pinch-A-Penny</b> Slide Valve Repair Kit Monthly Pool Svcs Aug 2020	17940 17903	\$ 179.99 \$ 800.00	
8	<b>SOLitude Lake Management, LLC</b> Lake & Pond Mgmt Sep. 2020	PI-A00470165	\$ 562.00	
9	<b>Spectrum</b> Svcs from 09/04/20 - 10/03/20	--	\$ 111.97	
10	<b>Swanson &amp; Son Inc.</b> Lawn Care Aug 2020	15400	\$ 4,222.00	
11	<b>TECO</b> 211006709979 ; Svc 07/30/2020 - 08/27/2020 211006780178 ; Svc 07/30/2020 - 08/27/2020 211006780400 ; Svc 07/30/2020 - 08/27/2020 211006780657 ; Svc 07/30/2020 - 08/27/2020 211006780863 ; Svc 07/30/2020 - 08/27/2020 221007326640 ; Svc 07/30/2020 - 08/27/2020	-- -- -- -- -- --	\$ 40.54 \$ 1,789.43 \$ 69.37 \$ 422.57 \$ 41.10 \$ 698.92	
12	<b>Terminix</b> Pest Control Svcs 09/01/2020	400056231	\$ 72.00	
			\$11,415.84	\$12,986.00
<b>TOTAL</b>			<b>\$24,401.84</b>	

Board Member

## Lubna Sikder

---

**From:** John Szczesny <john.szczesny@lgihomes.com>  
**Sent:** Wednesday, September 30, 2020 2:29 PM  
**To:** Lubna Sikder  
**Cc:** Alex Azan  
**Subject:** RE: Wynnmere West CDD PA #196

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

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

Approved

**From:** Lubna Sikder <sikderl@pfm.com>  
**Sent:** Wednesday, September 30, 2020 2:22 PM  
**To:** John Szczesny <john.szczesny@lgihomes.com>  
**Cc:** Alex Azan <aazan@lgihomes.com>  
**Subject:** FW: Wynnmere West CDD PA #196

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good afternoon John,

I am following up with the approval for PA #196.

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)

---

**From:** Lubna Sikder  
**Sent:** Tuesday, September 22, 2020 3:14 PM  
**To:** 'John Szczesny' <[john.szczesny@lgihomes.com](mailto:john.szczesny@lgihomes.com)>  
**Cc:** aazan ([aazan@lgihomes.com](mailto:aazan@lgihomes.com)) <[aazan@lgihomes.com](mailto:aazan@lgihomes.com)>  
**Subject:** Wynnmere West CDD PA #196

Hi Alex/John,

Attached is the payment authorization #196 / Wynnmere West CDD 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  
[sikder1@pfn.com](mailto:sikder1@pfn.com)

**WYNNMERE WEST  
COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization No. 197**  
10/13/2020

Item No.	Payee	Invoice Number	FY20 General Fund	FY21 General Fund
1	<b>Hopping Green &amp; Sams</b> Dist Counsel Svcs Thru 08/31/2020	117367	\$ 318.50	
2	<b>PFM Group Consulting LLC</b> Dist. Mgmt Sep 2020 Website Fee Sep 2020 Postage & FedEx Sep 2020 Tax Roll FY21	DM-09-2020-0052 DM-09-2020-0053 OE-EXP-01165 FY21-TR-0032	\$ 2,500.00 \$ 100.00 \$ 3.50	\$ 5,000.00
3	<b>Phil Swanson</b> On-site attendant Aug 2020 On-site attendant Sep 2020	10-1 12	\$ 400.00 \$ 400.00	
4	<b>Pinch-A-Penny</b> Pool Repair Vacuum Pump Repair	19880 19888	\$ 717.96 \$ 570.97	
5	<b>Swanson &amp; Son Inc.</b> Lawn Care Sep 2020	15454	\$ 4,222.00	
6	<b>VGlobalTech</b> Quarterly Website Audit	1977	\$ 300.00	
			\$9,532.93	\$5,000.00
<b>TOTAL</b>			<b>\$14,532.93</b>	

Board Member



## Lubna Sikder

---

**From:** John Szczesny <john.szczesny@lgihomes.com>  
**Sent:** Tuesday, October 20, 2020 11:34 AM  
**To:** Lubna Sikder  
**Cc:** Alex Azan  
**Subject:** RE: Wynnmere West CDD PA #197

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

Approved

**From:** Lubna Sikder <sikderl@pfm.com>  
**Sent:** Tuesday, October 20, 2020 9:42 AM  
**To:** John Szczesny <john.szczesny@lgihomes.com>  
**Cc:** Alex Azan <aazan@lgihomes.com>  
**Subject:** FW: Wynnmere West CDD PA #197

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good morning John,

I am following up with PA #197 for 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](mailto:sikderl@pfm.com)

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**From:** Lubna Sikder  
**Sent:** Thursday, October 15, 2020 1:22 AM  
**To:** 'John Szczesny' <[john.szczesny@lgihomes.com](mailto:john.szczesny@lgihomes.com)>  
**Cc:** aazan ([aazan@lgihomes.com](mailto:aazan@lgihomes.com)) <[aazan@lgihomes.com](mailto:aazan@lgihomes.com)>  
**Subject:** Wynnmere West CDD PA #197

Hi Alex/John,

Attached is the payment authorization #197 / Wynnmere West CDD for your review and approval. 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](mailto:sikderl@pfm.com)

**WYNNMERE WEST  
COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization No. 198**  
10/23/2020

Item No.	Payee	Invoice Number	FY20 General Fund	FY21 General Fund
1	<b>Fuqua Janitorial Services</b>			
	Cleaning Services June- September 2020	8265	\$ 7,645.00	
	Cleaning Services October 2020	8264		\$ 2,170.00
2	<b>Hillsborough County Water</b>			
	Present Read Date 09/30/2020	--	\$ 220.31	
3	<b>PFM Group Consulting LLC</b>			
	Dist. Mgmt Oct 2020	DM-10-2020-0045		\$ 3,750.00
4	<b>SOLitude Lake Management, LLC</b>			
	Lake & Pond Mgmt Oct. 2020	PI-A00489717		\$ 562.00
5	<b>Spectrum</b>			
	Svcs from 10/04/20 - 11/03/20	--		\$ 111.97
6	<b>Swanson &amp; Son Inc.</b>			
	Lawn Care Oct 2020	15518		\$ 4,222.00
7	<b>TECO</b>			
	211006709979 ; Svc 08/28/2020 - 09/28/2020	--	\$ 20.27	
	211006780178 ; Svc 08/28/2020 - 09/28/2020	--	\$ 1,789.43	
	211006780400 ; Svc 08/28/2020 - 09/28/2020	--	\$ 74.73	
	211006780657 ; Svc 08/28/2020 - 09/28/2020	--	\$ 396.51	
	211006780863 ; Svc 08/28/2020 - 09/28/2020	--	\$ 20.57	
	221007326640 ; Svc 08/28/2020 - 09/28/2020	--	\$ 698.92	
8	<b>Terminix</b>			
	Pest Control Svcs 10/06/2020	401281901		\$ 77.00
9	<b>VGlobalTech</b>			
	Monthly Website Fee	2055		\$ 100.00
			\$10,865.74	\$10,992.97
<b>TOTAL</b>			<b>\$21,858.71</b>	

Board Member

## Lubna Sikder

---

**From:** John Szczesny <john.szczesny@lgihomes.com>  
**Sent:** Tuesday, November 3, 2020 12:19 PM  
**To:** Lubna Sikder  
**Cc:** Alex Azan; Jane Gaarlandt; Christina Hanna  
**Subject:** RE: Fuqua Janitorial Services/Wynnmere West CDD

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

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

Pay App #198 is Approved.

**From:** Lubna Sikder <sikderl@pfm.com>  
**Sent:** Monday, November 2, 2020 4:56 PM  
**To:** John Szczesny <john.szczesny@lgihomes.com>  
**Cc:** Alex Azan <aazan@lgihomes.com>; Jane Gaarlandt <gaarlandtj@pfm.com>; Christina Hanna <hannac@pfm.com>  
**Subject:** Fuqua Janitorial Services/Wynnmere West CDD

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi John,

Please refer to the chain of e-mails below from Keith Fuqua.

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)

---

**From:** Keith Fuqua <[Keith@fuquaclean.com](mailto:Keith@fuquaclean.com)>  
**Sent:** Sunday, October 18, 2020 4:56 PM  
**To:** Lubna Sikder <[sikderl@pfm.com](mailto:sikderl@pfm.com)>  
**Subject:** RE: invoices

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

I will send a w9 for this property. This was a new property and never was invoiced . We did an initial clean for this property.. can you check if that was ever invoiced? I am thinking not because I did not have invoicing information until Friday when I realized I had not been invoicing for this property.

Keith Fuqua  
Fuqua Janitorial Services

863-651-9456

---

**From:** Lubna Sikder <[sikderl@pfm.com](mailto:sikderl@pfm.com)>  
**Sent:** Friday, October 16, 2020 3:24 PM  
**To:** Keith Fuqua <[Keith@fuquaclean.com](mailto:Keith@fuquaclean.com)>  
**Subject:** RE: invoices

Hi Keith,

We do not have anything from Fuqua Supply & Service in our records. Also, please send us your W-9 so we can set up your account? To whom did you send all your prior invoices to?

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)

---

**From:** Keith Fuqua <[Keith@fuquaclean.com](mailto:Keith@fuquaclean.com)>  
**Sent:** Friday, October 16, 2020 2:55 PM  
**To:** Lubna Sikder <[sikderl@pfm.com](mailto:sikderl@pfm.com)>  
**Subject:** invoices

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

Hi Lubna

Could you please check when the last time invoicing was done for Winnemere property from Fuqua Supply & SERVICE ? I do not show invoicing done since the initial clean and we clean there daily for the past many months. I am invoicing you for October now.

Thank you,

Jeannie Fuqua  
FUQUA SUPPLY & SERVICE  
863-651-9348

**Wynnmere West  
Community Development District**

**Monthly Financials**

**Wynnmere West CDD**  
Statement of Financial Position  
As of 10/31/2020

	General Fund	Debt Service Fund	Capital Projects Fund	Long-Term Debt	Total
<b><u>Assets</u></b>					
<b><u>Current Assets</u></b>					
General Checking Account	\$123,897.14				\$123,897.14
Assessments Receivable	326,649.04				326,649.04
Deposits	3,515.00				3,515.00
Assessments Receivable		\$313,341.00			313,341.00
Debt Service Reserve Bond (S2014)		132,350.00			132,350.00
Debt Service Reserve Bond (S2015A-1)		91,250.00			91,250.00
Revenue Bond (S2014)		92,841.06			92,841.06
Revenue Bond (S2015A-1)		124,256.13			124,256.13
Interest Bond (S2014)		47,218.75			47,218.75
Interest Bond (S2015A-1)		68,228.12			68,228.12
Prepayment Bond (S2014)		3,742.89			3,742.89
Prepayment Bond (S2015A-1)		76,348.41			76,348.41
Sinking Fund Bond (S2014)		35,002.13			35,002.13
Redemption Bond (2014)		6.23			6.23
Redemption Account S 2015A-1		0.03			0.03
Acquisition/Constr. Bond (S2014)			\$4,637.65		4,637.65
Total Current Assets	\$454,061.18	\$984,584.75	\$4,637.65	\$0.00	\$1,443,283.58
<b><u>Investments</u></b>					
Amount Available in Debt Service Funds				\$671,243.75	\$671,243.75
Amount To Be Provided				3,388,756.25	3,388,756.25
Total Investments	\$0.00	\$0.00	\$0.00	\$4,060,000.00	\$4,060,000.00
<b>Total Assets</b>	<b>\$454,061.18</b>	<b>\$984,584.75</b>	<b>\$4,637.65</b>	<b>\$4,060,000.00</b>	<b>\$5,503,283.58</b>
<b><u>Liabilities and Net Assets</u></b>					
<b><u>Current Liabilities</u></b>					
Accounts Payable	\$20,139.73				\$20,139.73
Deferred Revenue	326,649.04				326,649.04
Deferred Revenue		\$313,341.00			313,341.00
Total Current Liabilities	\$346,788.77	\$313,341.00	\$0.00	\$0.00	\$660,129.77
<b><u>Long Term Liabilities</u></b>					
Revenue Bonds Payable - Long-Term				\$4,060,000.00	\$4,060,000.00
Total Long Term Liabilities	\$0.00	\$0.00	\$0.00	\$4,060,000.00	\$4,060,000.00
<b>Total Liabilities</b>	<b>\$346,788.77</b>	<b>\$313,341.00</b>	<b>\$0.00</b>	<b>\$4,060,000.00</b>	<b>\$4,720,129.77</b>
<b><u>Net Assets</u></b>					
Net Assets, General Govt.	\$140,657.37				\$140,657.37
Current Year Net Assets, Unrestricted	(33,384.96)				(33,384.96)
Net Assets, Unrestricted		\$671,244.38			671,244.38
Current Year Net Assets, Unrestricted		(0.63)			(0.63)
Net Assets, Unrestricted			\$4,637.02		4,637.02
Current Year Net Assets, Unrestricted			0.63		0.63
<b>Total Net Assets</b>	<b>\$107,272.41</b>	<b>\$671,243.75</b>	<b>\$4,637.65</b>	<b>\$0.00</b>	<b>\$783,153.81</b>
<b>Total Liabilities and Net Assets</b>	<b>\$454,061.18</b>	<b>\$984,584.75</b>	<b>\$4,637.65</b>	<b>\$4,060,000.00</b>	<b>\$5,503,283.58</b>

**Wynnmere West CDD**

Statement of Activities

As of 10/31/2020

	General Fund	Debt Service Fund	Capital Projects Fund	Long-Term Debt	Total
<b><u>Revenues</u></b>					
Inter-Fund Group Transfers In		(\$0.63)			(\$0.63)
Inter-Fund Transfers In			\$0.63		0.63
Total Revenues	<u>\$0.00</u>	<u>(\$0.63)</u>	<u>\$0.63</u>	<u>\$0.00</u>	<u>\$0.00</u>
<b><u>Expenses</u></b>					
D&O Insurance	\$2,594.00				\$2,594.00
Trustee Services	1,185.25				1,185.25
District Management	3,750.00				3,750.00
Assessment Administration	5,000.00				5,000.00
Janitorial Service	2,170.00				2,170.00
Web Site Maintenance	100.00				100.00
Electric	3,000.43				3,000.43
Water-Sewer	220.31				220.31
Aquatic Maintenance Contract	562.00				562.00
Amenity - Pest Control	77.00				77.00
Cable Television	111.97				111.97
General Insurance	3,267.00				3,267.00
Property & Casualty	7,125.00				7,125.00
Landscaping Maintenance & Material	4,222.00				4,222.00
Total Expenses	<u>\$33,384.96</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$33,384.96</u>
<b><u>Other Revenues (Expenses) &amp; Gains (Losses)</u></b>					
Total Other Revenues (Expenses) & Gains (Losses)	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
<b>Change In Net Assets</b>	(\$33,384.96)	(\$0.63)	\$0.63	\$0.00	(\$33,384.96)
<b>Net Assets At Beginning Of Period</b>	<u>\$140,657.37</u>	<u>\$671,244.38</u>	<u>\$4,637.02</u>	<u>\$0.00</u>	<u>\$816,538.77</u>
<b>Net Assets At End Of Period</b>	<u><u>\$107,272.41</u></u>	<u><u>\$671,243.75</u></u>	<u><u>\$4,637.65</u></u>	<u><u>\$0.00</u></u>	<u><u>\$783,153.81</u></u>



**Wynnmere West CDD**  
 Budget to Actual  
 For the Month Ending 10/31/2020

	Year To Date			
	Actual	Budget	Variance	FY 2021 Adopted Budget
<b><u>Revenues</u></b>				
On-Roll Assessments	\$0.00	\$27,220.83	(\$27,220.83)	\$326,650.00
<b>Net Revenues</b>	<b>\$0.00</b>	<b>\$27,220.83</b>	<b>(\$27,220.83)</b>	<b>\$326,650.00</b>
<b><u>General &amp; Administrative Expenses</u></b>				
Supervisor Fees	\$0.00	\$1,000.00	(\$1,000.00)	\$12,000.00
D&O Insurance	2,594.00	250.00	2,344.00	3,000.00
Trustee Services	1,185.25	854.17	331.08	10,250.00
District Management	3,750.00	3,750.00	0.00	45,000.00
Field Management	0.00	125.00	(125.00)	1,500.00
Engineering	0.00	458.33	(458.33)	5,500.00
Dissemination Agent	0.00	416.67	(416.67)	5,000.00
District Counsel	0.00	1,250.00	(1,250.00)	15,000.00
Assessment Administration	5,000.00	416.67	4,583.33	5,000.00
Reamortization Schedule	0.00	41.67	(41.67)	500.00
Audit	0.00	391.67	(391.67)	4,700.00
Janitorial Service	2,170.00	350.00	1,820.00	4,200.00
Telephone	0.00	12.50	(12.50)	150.00
Postage & Shipping	0.00	29.17	(29.17)	350.00
Copies	0.00	20.83	(20.83)	250.00
Legal Advertising	0.00	166.67	(166.67)	2,000.00
Contingency	0.00	1,358.31	(1,358.31)	16,300.00
Web Site Maintenance	100.00	208.33	(108.33)	2,500.00
Dues, Licenses, and Fees	0.00	16.67	(16.67)	200.00
Security	0.00	2,083.33	(2,083.33)	25,000.00
Amenity/Maintenance/Improvement	0.00	1,250.00	(1,250.00)	15,000.00
On-site Attendant	0.00	500.00	(500.00)	6,000.00
Electric	3,000.43	3,083.33	(82.90)	37,000.00
Water-Sewer	220.31	1,250.00	(1,029.69)	15,000.00
Aquatic Maintenance Contract	562.00	541.67	20.33	6,500.00
Amenity - Pool Maintenance	0.00	1,000.00	(1,000.00)	12,000.00
Amenity - Pest Control	77.00	70.83	6.17	850.00
Internet	111.97	116.67	(4.70)	1,400.00
General Insurance	3,267.00	291.67	2,975.33	3,500.00
Property & Casualty	7,125.00	416.67	6,708.33	5,000.00
Landscaping Maintenance & Material	4,222.00	5,000.00	(778.00)	60,000.00
Flower, Plant & Mulch Replacement	0.00	500.00	(500.00)	6,000.00
<b>Total General &amp; Administrative Expenses</b>	<b>\$33,384.96</b>	<b>\$27,220.83</b>	<b>\$6,164.13</b>	<b>\$326,650.00</b>
<b>Total Expenses</b>	<b>\$33,384.96</b>	<b>\$27,220.83</b>	<b>\$6,164.13</b>	<b>\$326,650.00</b>
<b>Income (Loss) from Operations</b>	<b>(\$33,384.96)</b>	<b>\$0.00</b>	<b>(\$33,384.96)</b>	<b>\$0.00</b>
<b><u>Other Income (Expense)</u></b>				
Interest Income	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Other Income (Expense)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Net Income (Loss)</b>	<b>(\$33,384.96)</b>	<b>\$0.00</b>	<b>(\$33,384.96)</b>	<b>\$0.00</b>

**Wynnmere West  
Community Development District**

**Staff Reports**