

**NORTHWOOD  
COMMUNITY DEVELOPMENT DISTRICT  
BOARD OF SUPERVISORS MEETING  
MAY 8, 2017**

# NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT AGENDA MAY 8, 2017 at 6:30 p.m.

Northwood Clubhouse located at 27248 Big Sur Drive  
Wesley Chapel, Florida 33544

<b>District Board of Supervisors</b>	Chairman	Andy Mendenhall
	Vice Chair	Karen Uhlig
	Supervisor	Mimieaux Kilpatrick
	Supervisor	Brian Quigley
	Supervisor	Barbara Cruz
<b>District Manager</b>	Meritus	Brian Lamb Debby Hukill
<b>Property Manager</b>	Northwood On-Site Manager	Josue Marquez
<b>District Attorney</b>	Straley & Robin, P.A.	John Vericker
<b>District Engineer</b>	Stantec, Inc.	Tonja Stewart

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

The meeting will begin at **6:30 p.m.** Following the **Call to Order**, the public has the opportunity to comment on posted agenda items during the third section called **Audience Questions and Comments on Agenda Items**. Each individual is limited to **three (3) minutes** for such comment. The Board is not required to take action at this time, but will consider the comments presented as the agenda progresses. Following public comment, the meeting will proceed with the fourth section called **Vendor and Staff Reports**. This section will allow Vendors and District Engineer and Attorney to update Board on work and to present proposals. The fifth section is called **Business Items**. This section contains items for approval by the District Board of Supervisors that may require discussion, motions, and votes on an item-by-item basis. The sixth section is called **Consent Agenda**. The Consent Agenda section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The seventh section will be **Management Reports**. This section allows the District Manager and Staff to update the Board of Supervisors on any pending issues that are being researched for Board action. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. In the event of a Public Hearing, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion, and vote.

The eighth section is called **Supervisor Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet the District's needs. The final section is called **Audience Questions, Comments and Discussion Forum**. This portion of the agenda is where individuals may comment on matters that concern the District. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 397-5120, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

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

Agendas can be reviewed by contacting the Manager's office at (813) 397-5120 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting.

Northwood Community Development District

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Northwood Community Development District will be held on **Monday, May 8, 2017 at 6:30 p.m.** at the Northwood Clubhouse, located at 27248 Big Sur Drive, Wesley Chapel, Florida, 33544. The agenda is included below.

**1. PLEDGE OF ALLEGIANCE**

**2. CALL TO ORDER**

**3. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS**

**4. VENDOR AND STAFF REPORTS**

A. District Counsel

B. District Engineer

**5. BUSINESS ITEMS**

A. Review of Painting Contract..... Tab 01

B. Discussion on Back Entrance Monument Signage ..... Tab 02

C. Discussion on Proposal for Stones on Pillars..... Tab 03

D. Discussion on Memorial Day BBQ

E. Consideration of Resolution 2017-03; Approving Proposed Fiscal Year 2018 Budget & Setting Public Hearing ..... Tab 04

F. Consideration of Resolution 2017-04; Re-Designating of Treasurer ..... Tab 05

G. Annual Disclosure of Qualified Electors ..... *Under Separate Cover*

H. Appointment of Audit Committee

I. General Matters of the District

**6. CONSENT AGENDA**

A. Consideration of Minutes of the Board of Supervisors Meeting April 10, 2017 ..... Tab 06

B. Consideration of Minutes of the Board of Supervisors Special Meeting April 24, 2017 ..... Tab 07

C. Consideration of Operations and Maintenance Expenditures May 2017 ..... Tab 08

D. Review of Financial Statements Month Ending March 31, 2017 ..... Tab 09

**7. MANAGEMENT REPORTS**

A. Staff Action Item List ..... Tab 10

B. District Manager

C. Field Manager's Reports ..... Tab 11

1. Community Inspection Reports

2. Aquatics Report

3. Sheriff Report

**8. SUPERVISOR REQUESTS**

**9. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

**10. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 397-5120.

Sincerely,

Debby Hukill  
District Manager

## PAINTING AGREEMENT

This Painting Agreement (this “**Agreement**”) is entered into as of the \_\_\_\_ day of May, 2017, between the **Northwood Community Development District**, whose mailing address is c/o Meritus Corp 2005 Pan Am Circle Dr., Suite 120, Tampa , FL 33607 (the “**District**”) and **Munyan Painting Service**, registered to do business in the State of Florida, whose mailing address is 1175 Gould Street, Clearwater, Florida 33756 (the “**Contractor**”).

### Background Information:

The District owns and maintains the perimeter wall along Northwood Palms Boulevard. This wall has undergone normal wear and tear and is in need of cleaning and repainting services. The Contractor is duly licensed in the state of Florida and qualified to perform the job duties and has any and all approvals and licenses as required by law to provide the public these services. The Contractor is familiar with the District’s property. The Contractor is willing to provide services as described in this Agreement and has submitted a proposal attached hereto as **Exhibit A** (the “**Proposal**”).

### Operative Provisions:

1. **Incorporation of Background Information.** The background information stated above is true and correct and by this reference the background information and Proposal are incorporated by reference as a material part of this Agreement.
2. **Scope of Services.** The Contractor shall provide the services described in the Proposal, including the option to use Sherwin Williams Exterior Resilience Coating K43 Series to get an extra 2 years warranty.
3. **Time of Commencement.** Contractor shall commence the work no later than \_\_\_\_\_, 2017.
4. **Completion of the Work.** Contractor shall finish the work no later than \_\_\_\_\_, 2017. Contractor will perform the work in a timely manner, time being of the essence of this Agreement.
5. **Performance of the Work.**
  - i. The work to be performed shall include all labor, materials, equipment, and transportation necessary to perform the services described above.
  - ii. Contractor is responsible for ensuring that no private or public property is damaged, while providing the services described above.
  - iii. Upon discovery of any information or defect that may affect the work, the Contractor shall immediately provide the District written notice of such information or defect. Failure of the Contractor to report such items shall result in the Contractor incurring full responsibility and cost for repairs necessary.
6. **Warranty**
  - i. The Contractor warrants that the work (a) conforms to the requirements of the this Agreement, (b) was performed in a prompt, diligent, good, safe and workmanlike manner in accordance with all laws, industry standards, building codes, and applicable

regulations, (c) was performed without defects in materials to the extent the materials were provided by Contractor, and workmanship, (d) consists of new unused materials to the extent the materials are provided by Contractor, (e) is fit for the particular purposes or uses contemplated by this Agreement, (f) conforms to all accepted models and samples and all affirmations of fact, promises, descriptions or specifications agreed upon by the District and Contractor.

- ii. Contractor warrants the work, at no expense to the District, for \_\_\_\_ years from the date the District submits final payment. This warranty includes chipping, cracking, flaking, peeling, bubbling, and blistering.
- iii. This warranty is in addition to the paint manufacturer's warranty on the paint used.

**7. Compensation.**

- i. The District agrees to compensate the Contractor for the work described above in the amount described in the Proposal.
- ii. The Contractor agrees to compensate the District for the water used by the Contractor in performing these services. The amount of compensation shall be reasonably determined using a baseline water bill of the District and comparing it to the water bill during the period of Contractor's performance of the work, the difference shall be the amount of compensation to the District ("**Water Compensation**").
- iii. The District shall pay to Contractor a refundable deposit of \_\_\_\_% upon notice to start the work.
- iv. Upon completion of the work and after a satisfactory inspection by the District, Contractor will provide the District with an invoice for the completed work. The District will deduct from the remaining amount owed the Water Compensation. District shall pay to Contractor the remainder balance, less the Water Compensation, within 30 days.
- v. The District may require, as a condition precedent to making any payment to the Contractor that all subcontractors, material men, suppliers or laborers be paid and require evidence, in the form of lien releases or partial waivers of lien, to be submitted to the District by those subcontractors, material men, suppliers, or laborers, and further require that the Contractor provide an affidavit relating to the payment of said indebtedness.

**8. District Responsibilities.** The District shall provide access to the Contractor to enable the Contractor to perform the work, including access to water.

**9. Insurance.** The Contractor shall carry commercial general liability insurance of no less than \$1,000,000 per occurrence and \$2,000,000 in the aggregate. The Contractor shall deliver to the District proof of insurance referred to herein or a certificate evidencing the coverage provided pursuant to this Agreement and naming the District as "Additional Insured" under such policy. Such insurance policy may not be canceled without a 30 day written notice to the District. The Contractor will maintain Workers Compensation insurance as required by law.

**10. Indemnification.** Contractor agrees to indemnify, defend and hold the District and its supervisors, officers, managers, agents and employees harmless from any and all liability, claims, actions, suits or demands by any person, corporation or other entity for injuries, death, property damage or of any nature, arising out of, or in connection with, the work to be performed by Contractor, including litigation or any appellate proceedings with respect thereto.

Contractor further agrees that nothing herein shall constitute or be construed as a waiver of the District's limitations on liability contained in section 768.28, Florida Statutes, or other statute or law. Any subcontractor retained by the Contractor shall acknowledge the same in writing. Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorney fees, and paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings) as ordered.

11. **Relationship Between the Parties.** It is understood that the Contractor is an independent contractor and shall perform the services contemplated under this Agreement. As an independent contractor, nothing in this Agreement shall be deemed to create a partnership, joint venture, or employer-employee relationship between the Contractor and the District. The Contractor shall not have the right to make any contract or commitments for, or on behalf of, the District without the prior written approval of the District. The Contractor assumes full responsibility for the payment and reporting of all local, state, and federal taxes and other contributions imposed or required of the Contractor during the performance of services to the District.
12. **Termination.** Either party shall have the right to terminate this Agreement upon failure of to cure any defaults after 30 days written notice. Upon receipt of a termination notice Contractor will cease performance of the work and make every reasonable effort to procure cancellation of all existing orders for materials. Contractor will be entitled to receive as its exclusive remedy payment for the actual cost of materials purchased by Contractor and the work performed up to the time of receipt of the notice (as the percentage of completion is reasonably determined by the District) with the compensation amount being prorated accordingly, if the deposit exceeds these costs, Contractor shall refund the appropriate amount to the District within 30 days.
13. **Public Records.** As required under Section 119.0701, Florida Statutes, Contractor shall (a) keep and maintain public records that ordinarily and necessarily would be required by the District in order to perform the service, (b) provide the public with access to public records on the same terms and conditions that the District would provide the records and at a cost that does not exceed the cost provided by law, (c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law, (d) meet all requirements for retaining public records and transfer, at no cost, to the District all public records in possession of the Contractor upon termination of this Agreement and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with the information technology systems of the District.

**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, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (813) 397-5120, OR BY EMAIL AT**

[debby.hukill@merituscorp.com](mailto:debby.hukill@merituscorp.com), OR BY REGULAR MAIL AT 2005 Pan Am Circle Dr., Suite 120, Tampa , FL 33607.

14. **Controlling Law.** This Agreement shall be governed under the laws of the State of Florida with venue in Pasco County, Florida.
15. **Enforcement of Agreement.** In the event it shall become necessary for either party to institute legal proceedings in order to enforce the terms of this Agreement, the prevailing party shall be entitled to all costs, including reasonable attorney's fees at both trial and appellate levels against the non-prevailing party.
16. **Severability.** If any provision of this Agreement is held invalid or unenforceable, the remainder of this Agreement shall remain in full force and effect.
1. **Amendment.** This Agreement may not be altered, changed or amended, except by an instrument in writing, signed by both parties hereto.
17. **Assignment.** This Agreement is not transferrable or assignable by either party without the written approval of both parties.
18. **Arm's Length Transaction.** This Agreement has been negotiated fully between the District and the Contractor as an arm's length transaction. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.
19. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument.
20. **Entire Agreement.** This Agreement contains the entire agreement and neither party is to rely upon any oral representations made by the other party, except as set forth in this Agreement. To the extent that any provisions of this Agreement conflict with the provisions in any exhibit, the provisions in this Agreement shall control over provisions in any exhibit.

**Munyan Painting Service**

\_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**Northwood  
Community Development District**

\_\_\_\_\_  
Andy Mendenhall  
Chair of the Board of Supervisors



Proposal  
4-26-17

Northwood Community  
Attn Debbie

**Stone work on Block wall columns:**

Install a cultured stone on the front face of the wall columns in the community. This will be done on the wall columns with no decorative trims or bases. This is for the flat wall columns. We will be applying the stone to the front face of the walls only. The homeowner side of the walls will not be done. This pricing also covers the 4 columns on the entrance monument off of county line road. This monument will have stone applied to a 6 ft mark on the 4 columns and all sides will be completed in this application.

Price break down is as follows:

**Entrance monument in the center of the drive (4 Columns) \$2,450.00**

**Main drive monuments on wall structures is cost per monument shown: \$350.00 per monument**

**Overhead and Profit:**

There will be a 20% overhead and Profit markup attached to the total price of each item of this proposal. As Mott's Contracting Services is the Building Contractor and will be hiring, scheduling, coordinating and processing payments for all Labor, Merchant Supplies, General Liability Insurance, Workers Compensation Insurance and will be ultimately responsible for completion of the project and Homeowner satisfaction. All line item prices above are discounted trade pricing. When considering the line items above and below for the proposed repairs, don't forget to add this amount to the total.

**Total project pricing: Need to add the overhead and profit to any total considered above.**

**This will be determined based on number of columns counted for stone application and 20% added to total.**

Stuart Alfonso  
President  
Mott's Contracting Services INC  
CBC1252732



## RESOLUTION 2017- 03

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGET(S) FOR FISCAL YEAR 2017/2018 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Northwood Community Development District (“**District**”) prior to June 15, 2017, proposed budget(s) (“**Proposed Budget**”) for the fiscal year beginning October 1, 2017 and ending September 30, 2018 (“**Fiscal Year 2017/2018**”); and

**WHEREAS**, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2017/2018 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: August 14, 2017

HOUR: 6:30 p.m.

LOCATION: The Northwood Clubhouse  
27248 Big Sur Drive  
Wesley Chapel, FL 33544

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Pasco County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 8<sup>th</sup> DAY OF MAY, 2017.**

ATTEST:

**NORTHWOOD COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary

By:\_\_\_\_\_  
Its:\_\_\_\_\_

2018



# NORTHWOOD

COMMUNITY DEVELOPMENT DISTRICT

**FISCAL YEAR 2018**  
PROPOSED ANNUAL OPERATING BUDGET

**MAY 8, 2017**

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# NORTHWOOD

## COMMUNITY DEVELOPMENT DISTRICT

### FISCAL YEAR 2018

#### PROPOSED ANNUAL OPERATING BUDGET

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# MAY 8, 2017

# NORTHWOOD

## COMMUNITY DEVELOPMENT DISTRICT

### BUDGET INTRODUCTION

#### **Background Information**

The Northwood Community Development District is a local special purpose government authorized by Chapter 190, Florida Statutes, as amended. The Community Development District (CDD) is an alternative method for planning, financing, acquiring, operating and maintaining community-wide infrastructure in master planned communities. The CDD **also is a mechanism that provides a “solution” to the State’s needs for delivery of capital infrastructure to service projected growth without overburdening other governments and their taxpayers. CDDs represent a major advancement in Florida’s effort to manage its growth effectively and efficiently.** This allows the community to set a higher standard for construction along with providing a long-term solution to the operation and maintenance of community facilities.

The following report represents the District budget for Fiscal Year 2018, which begins on October 1, 2017. The District budget is organized by fund to segregate financial resources and ensure that the segregated resources are used for their intended purpose, and the District has established the following funds.

#### **Fund Number**

001

#### **Fund Name**

General Fund

#### **Services Provided**

Operations and Maintenance of  
Community Facilities Financed by  
Non-Ad Valorem Assessments

#### **Facilities of the District**

**The District’s existing facilities include storm-water management (lake and water control structures), wetland preserve areas, street lighting, landscaping, entry signage, entry features, irrigation distribution facilities, recreational center, parks, pool facility, tennis courts and other related public improvements.**

#### **Maintenance of the Facilities**

In order to maintain the facilities, the District conducts hearings to adopt an operating budget each year. This budget includes a detailed description of the maintenance program along with an estimate of the cost of the program. The funding of the maintenance budget is levied as a non-ad valorem assessment on your property by the District Board of Supervisors.

# NORTHWOOD

## COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2017 Operating Budget	Current Period Actuals 10/1/2016 - 3/31/17	Projected Revenues & Expenditures 04/01/17 to 9/30/17	Total Actuals and Projections Through 09/30/17	Over/(Under) Budget Through 09/30/16
<b>REVENUES</b>					
<b>SPECIAL ASSESSMENTS - SERVICE CHARGES</b>					
Operations & Maintenance Assmts-Tax Roll	598,672.65	529,813.48	102,287.65	632,101.13	(33,428.48)
<b>TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES</b>	<b>\$598,672.65</b>	<b>\$529,813.48</b>	<b>\$102,287.65</b>	<b>\$632,101.13</b>	<b>(\$33,428.48)</b>
<b>BROUGHT FORWARD</b>					
Miscellaneous	50,950.00	0.00	9,508.61	9,508.61	41,441.39
<b>TOTAL BROUGHT FORWARD</b>	<b>\$50,950.00</b>	<b>\$0.00</b>	<b>\$9,508.61</b>	<b>\$9,508.61</b>	<b>\$41,441.39</b>
<b>INTEREST EARNINGS</b>					
Interest Earnings	750.00	430.11	430.11	860.22	(110.22)
<b>TOTAL INTEREST EARNINGS</b>	<b>\$750.00</b>	<b>\$430.11</b>	<b>\$430.11</b>	<b>\$860.22</b>	<b>(\$110.22)</b>
<b>OTHER MISCELLANEOUS REVENUES</b>					
Miscellaneous	300.00	20.00	20.00	40.00	260.00
Clubhouse Rentals	2,500.00	630.11	630.11	1,260.22	1,239.78
<b>TOTAL OTHER MISCELLANEOUS REVENUES</b>	<b>\$2,800.00</b>	<b>\$650.11</b>	<b>\$650.11</b>	<b>\$1,300.22</b>	<b>\$1,499.78</b>
<b>TOTAL REVENUES</b>	<b>\$653,172.65</b>	<b>\$530,893.70</b>	<b>\$112,876.48</b>	<b>\$643,770.18</b>	<b>\$9,402.47</b>
<b>EXPENDITURES</b>					
<b>LEGISLATIVE</b>					
Supervisor Fees	15,000.00	7,600.00	6,114.60	13,714.60	1,285.40
<b>TOTAL LEGISLATIVE</b>	<b>\$15,000.00</b>	<b>\$7,600.00</b>	<b>\$6,114.60</b>	<b>\$13,714.60</b>	<b>\$1,285.40</b>
<b>FINANCIAL &amp; ADMINISTRATIVE</b>					
District Manager	57,500.00	28,749.96	28,750.04	57,500.00	0.00
District Engineer	5,000.00	1,669.00	3,544.62	5,213.62	(213.62)
Dissemination Agent	1,000.00	0.00	500.00	500.00	500.00
Trustees Fees	4,000.00	1,445.65	2,168.47	3,614.12	385.88
Auditing Services	5,000.00	1,900.00	2,520.00	4,420.00	580.00
Postage, Phone, Faxes, Copies	1,000.00	755.45	495.54	1,250.99	(250.99)
Public Officials Insurance	1,800.00	2,950.36	973.10	3,923.46	(2,123.46)
Legal Advertising	800.00	379.89	1,203.03	1,582.92	(782.92)
Bank Fees	600.00	291.93	292.54	584.47	15.53
Dues, Licenses & Fees	600.00	766.73	325.00	1,091.73	(491.73)
Office Supplies	200.00	320.68	68.07	388.75	(188.75)
Website Administration	0.00	0.00	204.96	204.96	(204.96)
<b>TOTAL FINANCIAL &amp; ADMINISTRATIVE</b>	<b>\$77,500.00</b>	<b>\$39,229.65</b>	<b>\$41,045.36</b>	<b>\$80,275.01</b>	<b>(\$2,775.01)</b>
<b>LEGAL COUNSEL</b>					
District Counsel	10,000.00	3,795.56	3,524.00	7,319.56	2,680.44
<b>TOTAL LEGAL COUNSEL</b>	<b>\$10,000.00</b>	<b>\$3,795.56</b>	<b>\$3,524.00</b>	<b>\$7,319.56</b>	<b>\$2,680.44</b>
<b>ELECTRIC UTILITY SERVICES</b>					
Electric Utility Services	60,000.00	26,751.90	39,357.01	66,108.91	(6,108.91)
<b>TOTAL ELECTRIC UTILITY SERVICES</b>	<b>\$60,000.00</b>	<b>\$26,751.90</b>	<b>\$39,357.01</b>	<b>\$66,108.91</b>	<b>(\$6,108.91)</b>
<b>GARBAGE/SOLID WASTE CONTROL SERVICES</b>					
Garbage Collection	58,500.00	32,457.00	66,793.33	99,250.33	(40,750.33)
<b>TOTAL GARBAGE/SOLID WASTE CONTROL SERVICES</b>	<b>\$58,500.00</b>	<b>\$32,457.00</b>	<b>\$66,793.33</b>	<b>\$99,250.33</b>	<b>(\$40,750.33)</b>
<b>WATER-SEWER COMBINATION SERVICES</b>					
Water Utility Services	7,000.00	1,999.62	3,490.40	5,490.02	1,509.98
<b>TOTAL WATER-SEWER COMBINATION SERVICES</b>	<b>\$7,000.00</b>	<b>\$1,999.62</b>	<b>\$3,490.40</b>	<b>\$5,490.02</b>	<b>\$1,509.98</b>
<b>OTHER PHYSICAL ENVIRONMENT</b>					
Field Staff	80,000.00	27,168.52	39,918.66	67,087.18	12,912.82
Property & Casualty Insurance	10,000.00	6,093.09	5,809.09	11,902.09	(1,902.09)
Landscape Maintenance - Contract	104,185.00	38,366.28	42,210.22	80,576.50	23,608.51
Landscape Maintenance - Other	10,000.00	22,880.61	5,614.00	28,494.61	(18,494.61)
Lake Repairs & Maintenance	16,500.00	7,350.00	7,325.00	14,675.00	1,825.00
Plant Replacement Program	10,000.00	9,246.85	10,579.24	19,826.09	(9,826.09)
Irrigation Maintenance	5,000.00	2,068.52	2,689.55	4,758.07	241.93
Asset Repairs & Maintenance	4,631.00	4,420.00	3,161.38	7,581.38	(2,950.38)
Landscape Maintenance-Consultants	4,500.00	780.00	2,024.25	2,804.25	1,695.75
<b>TOTAL OTHER PHYSICAL ENVIRONMENT</b>	<b>\$244,816.00</b>	<b>\$118,373.87</b>	<b>\$119,331.29</b>	<b>\$237,705.16</b>	<b>\$7,110.84</b>
<b>ROAD &amp; STREET FACILITIES</b>					
Decorative Light Maintenance	4,000.00	871.99	1,386.02	2,258.01	1,741.99
Pavement/Signage/Wall Repairs	25,000.00	43,000.00	4,221.44	47,221.44	(22,221.44)
<b>TOTAL ROAD &amp; STREET FACILITIES</b>	<b>\$29,000.00</b>	<b>\$43,871.99</b>	<b>\$5,607.46</b>	<b>\$49,479.45</b>	<b>(\$20,479.45)</b>
<b>PARKS &amp; RECREATION</b>					
Security Patrol	31,417.00	9,800.00	12,429.24	22,229.24	9,187.76
Pool Repairs & Maintenance	18,000.00	6,010.00	9,008.54	15,018.54	2,981.46
Cabana Maintenance	1,800.00	0.00	453.55	453.55	1,346.45
Clubhouse Supplies	5,000.00	2,694.34	2,701.96	5,396.30	(396.30)
Clubhouse Maintenance	3,200.00	2,268.20	1,972.24	4,240.44	(1,040.44)
Clubhouse Furniture & Equipment	2,000.00	0.00	616.09	616.09	1,383.91
Park Facility Maintenance	4,000.00	74.90	1,864.43	1,939.33	2,060.67
Clubhouse Gate	1,500.00	396.60	1,820.62	2,217.22	(717.22)
Special Events	5,000.00	819.91	1,934.41	2,754.32	2,245.68
Security System	3,000.00	251.46	1,853.67	2,105.13	894.87
Facility Telephone and Internet Service	5,500.00	1,432.27	1,375.60	2,807.87	2,692.13
Pool Furniture	5,000.00	0.00	76.36	76.36	4,923.64
<b>TOTAL PARKS &amp; RECREATION</b>	<b>\$85,417.00</b>	<b>\$23,747.68</b>	<b>\$36,106.72</b>	<b>\$59,854.40</b>	<b>\$25,562.60</b>
<b>OTHER EXPENSES</b>					
Community Enhancement Projects	37,431.00	0.00	24,572.75	24,572.75	12,858.25
<b>TOTAL OTHER EXPENSES</b>	<b>\$37,431.00</b>	<b>\$0.00</b>	<b>\$24,572.75</b>	<b>\$24,572.75</b>	<b>\$12,858.25</b>
<b>RESERVES</b>					
Undesignated Reserves	28,508.65	0.00	0.00	0.00	28,508.65
<b>TOTAL RESERVES</b>	<b>\$28,508.65</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$28,508.65</b>
<b>TOTAL EXPENDITURES</b>	<b>\$653,172.65</b>	<b>\$297,827.27</b>	<b>\$345,942.91</b>	<b>\$643,770.18</b>	<b>\$9,402.47</b>
<b>REVENUES OVER / (UNDER) EXPENDITURES</b>	<b>\$0.00</b>	<b>\$233,066.43</b>	<b>(\$233,066.43)</b>	<b>\$0.00</b>	<b>\$0.00</b>

# NORTHWOOD

## COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2017 Operating Budget	Total Actuals and Projections Through 09/30/17	Over/(Under) Budget Through 09/30/16	Fiscal Year 2018 Final Operating Budget	Increase / (Decrease) from FY 2017 to FY 2018
<b>REVENUES</b>					
<b>SPECIAL ASSESSMENTS - SERVICE CHARGES</b>					
Operations & Maintenance Assmts-Tax Roll	598,672.65	632,101.13	(33,428.48)	598,672.65	0.00
<b>TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES</b>	<b>\$598,672.65</b>	<b>\$632,101.13</b>	<b>(\$33,428.48)</b>	<b>\$598,672.65</b>	<b>\$0.00</b>
<b>BROUGHT FORWARD</b>					
Miscellaneous	50,950.00	9,508.61	41,441.39	38,450.00	(12,500.00)
<b>TOTAL BROUGHT FORWARD</b>	<b>\$50,950.00</b>	<b>\$9,508.61</b>	<b>\$41,441.39</b>	<b>\$38,450.00</b>	<b>(\$12,500.00)</b>
<b>INTEREST EARNINGS</b>					
Interest Earnings	750.00	860.22	(110.22)	750.00	0.00
<b>TOTAL INTEREST EARNINGS</b>	<b>\$750.00</b>	<b>\$860.22</b>	<b>(\$110.22)</b>	<b>\$750.00</b>	<b>\$0.00</b>
<b>OTHER MISCELLANEOUS REVENUES</b>					
Miscellaneous	300.00	40.00	260.00	250.00	(50.00)
Clubhouse Rentals	2,500.00	1,260.22	1,239.78	3,000.00	500.00
<b>TOTAL OTHER MISCELLANEOUS REVENUES</b>	<b>\$2,800.00</b>	<b>\$1,300.22</b>	<b>\$1,499.78</b>	<b>\$3,250.00</b>	<b>\$450.00</b>
<b>TOTAL REVENUES</b>	<b>\$653,172.65</b>	<b>\$643,770.18</b>	<b>\$9,402.47</b>	<b>\$641,122.65</b>	<b>(\$12,050.00)</b>
<b>EXPENDITURES</b>					
<b>LEGISLATIVE</b>					
Supervisor Fees	15,000.00	13,714.60	1,285.40	15,000.00	0.00
<b>TOTAL LEGISLATIVE</b>	<b>\$15,000.00</b>	<b>\$13,714.60</b>	<b>\$1,285.40</b>	<b>\$15,000.00</b>	<b>\$0.00</b>
<b>FINANCIAL &amp; ADMINISTRATIVE</b>					
District Manager	57,500.00	57,500.00	0.00	57,500.00	0.00
District Engineer	5,000.00	5,213.62	(213.62)	7,000.00	2,000.00
Dissemination Agent	1,000.00	500.00	500.00	1,000.00	0.00
Trustees Fees	4,000.00	3,614.12	385.88	4,350.00	350.00
Auditing Services	5,000.00	4,420.00	580.00	5,000.00	0.00
Postage, Phone, Faxes, Copies	1,000.00	1,250.99	(250.99)	1,000.00	0.00
Public Officials Insurance	1,800.00	3,923.46	(2,123.46)	2,000.00	200.00
Legal Advertising	800.00	1,582.92	(782.92)	800.00	0.00
Bank Fees	600.00	584.47	15.53	600.00	0.00
Dues, Licenses & Fees	600.00	1,091.73	(491.73)	800.00	200.00
Office Supplies	200.00	388.75	(188.75)	200.00	0.00
Website Administration	0.00	204.96	(204.96)	200.00	200.00
<b>TOTAL FINANCIAL &amp; ADMINISTRATIVE</b>	<b>\$77,500.00</b>	<b>\$80,275.01</b>	<b>(\$2,775.01)</b>	<b>\$80,450.00</b>	<b>\$2,950.00</b>
<b>LEGAL COUNSEL</b>					
District Counsel	10,000.00	7,319.56	2,680.44	6,000.00	(4,000.00)
<b>TOTAL LEGAL COUNSEL</b>	<b>\$10,000.00</b>	<b>\$7,319.56</b>	<b>\$2,680.44</b>	<b>\$6,000.00</b>	<b>(\$4,000.00)</b>
<b>ELECTRIC UTILITY SERVICES</b>					
Electric Utility Services	60,000.00	66,108.91	(6,108.91)	61,500.00	1,500.00
<b>TOTAL ELECTRIC UTILITY SERVICES</b>	<b>\$60,000.00</b>	<b>\$66,108.91</b>	<b>(\$6,108.91)</b>	<b>\$61,500.00</b>	<b>\$1,500.00</b>
<b>GARBAGE/SOLID WASTE CONTROL SERVICES</b>					
Garbage Collection	58,500.00	99,250.33	(40,750.33)	58,500.00	0.00
<b>TOTAL GARBAGE/SOLID WASTE CONTROL SERVICES</b>	<b>\$58,500.00</b>	<b>\$99,250.33</b>	<b>(\$40,750.33)</b>	<b>\$58,500.00</b>	<b>\$0.00</b>
<b>WATER-SEWER COMBINATION SERVICES</b>					
Water Utility Services	7,000.00	5,490.02	1,509.98	6,000.00	(1,000.00)
<b>TOTAL WATER-SEWER COMBINATION SERVICES</b>	<b>\$7,000.00</b>	<b>\$5,490.02</b>	<b>\$1,509.98</b>	<b>\$6,000.00</b>	<b>(\$1,000.00)</b>
<b>OTHER PHYSICAL ENVIRONMENT</b>					
Field Staff	80,000.00	67,087.18	12,912.82	70,000.00	(10,000.00)
Property & Casualty Insurance	10,000.00	11,902.09	(1,902.09)	12,000.00	2,000.00
Landscape Maintenance - Contract	104,185.00	80,576.50	23,608.51	104,185.00	0.00
Landscape Maintenance - Other	10,000.00	28,494.61	(18,494.61)	10,000.00	0.00
Lake Repairs & Maintenance	16,500.00	14,675.00	1,825.00	16,500.00	0.00
Plant Replacement Program	10,000.00	19,826.09	(9,826.09)	10,000.00	0.00
Irrigation Maintenance	5,000.00	4,758.07	241.93	5,000.00	0.00
Asset Repairs & Maintenance	4,631.00	7,581.38	(2,950.38)	4,631.00	0.00
Landscape Maintenance-Consultants	4,500.00	2,804.25	1,695.75	4,500.00	0.00
<b>TOTAL OTHER PHYSICAL ENVIRONMENT</b>	<b>\$244,816.00</b>	<b>\$237,705.16</b>	<b>\$7,110.84</b>	<b>\$236,816.00</b>	<b>(\$8,000.00)</b>
<b>ROAD &amp; STREET FACILITIES</b>					
Decorative Light Maintenance	4,000.00	2,258.01	1,741.99	3,000.00	(1,000.00)
Pavement/Signage/Wall Repairs	25,000.00	47,221.44	(22,221.44)	25,000.00	0.00
<b>TOTAL ROAD &amp; STREET FACILITIES</b>	<b>\$29,000.00</b>	<b>\$49,479.45</b>	<b>(\$20,479.45)</b>	<b>\$28,000.00</b>	<b>(\$1,000.00)</b>
<b>PARKS &amp; RECREATION</b>					
Security Patrol	31,417.00	22,229.24	9,187.76	31,417.00	0.00
Pool Repairs & Maintenance	18,000.00	15,018.54	2,981.46	18,000.00	0.00
Cabana Maintenance	1,800.00	453.55	1,346.45	1,800.00	0.00
Clubhouse Supplies	5,000.00	5,396.30	(396.30)	5,000.00	0.00
Clubhouse Maintenance	3,200.00	4,240.44	(1,040.44)	3,200.00	0.00
Clubhouse Furniture & Equipment	2,000.00	616.09	1,383.91	2,000.00	0.00
Park Facility Maintenance	4,000.00	1,939.33	2,060.67	4,000.00	0.00
Clubhouse Gate	1,500.00	2,217.22	(717.22)	1,500.00	0.00
Special Events	5,000.00	2,754.32	2,245.68	5,000.00	0.00
Security System	3,000.00	2,105.13	894.87	3,000.00	0.00
Facility Telephone and Internet Service	5,500.00	2,807.87	2,692.13	3,000.00	(2,500.00)
Pool Furniture	5,000.00	76.36	4,923.64	5,000.00	0.00
<b>TOTAL PARKS &amp; RECREATION</b>	<b>\$85,417.00</b>	<b>\$59,854.40</b>	<b>\$25,562.60</b>	<b>\$82,917.00</b>	<b>(\$2,500.00)</b>
<b>OTHER EXPENSES</b>					
Community Enhancement Projects	37,431.00	24,572.75	12,858.25	37,431.00	0.00
<b>TOTAL OTHER EXPENSES</b>	<b>\$37,431.00</b>	<b>\$24,572.75</b>	<b>\$12,858.25</b>	<b>\$37,431.00</b>	<b>\$0.00</b>
<b>RESERVES</b>					
Undesignated Reserves	28,508.65	0.00	28,508.65	28,508.65	0.00
<b>TOTAL RESERVES</b>	<b>\$28,508.65</b>	<b>\$0.00</b>	<b>\$28,508.65</b>	<b>\$28,508.65</b>	<b>\$0.00</b>
<b>TOTAL EXPENDITURES</b>	<b>\$653,172.65</b>	<b>\$643,770.18</b>	<b>\$9,402.47</b>	<b>\$641,122.65</b>	<b>(\$12,050.00)</b>
<b>REVENUES OVER / (UNDER) EXPENDITURES</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

FISCAL YEAR 2018  
PROPOSED ANNUAL OPERATING BUDGET

# NORTHWOOD

## COMMUNITY DEVELOPMENT DISTRICT

### BUDGET DESCRIPTIONS

#### **Legislative**

##### **Supervisor Fees & Related Payroll Taxes**

The amount paid to each Supervisor for the time devoted to the District's business and monthly meetings.  
The amount permitted is \$200.00 per meeting for each member of the Board

#### **Financial & Administrative**

##### **District Manager**

The District retains the services of a consulting manager, who is responsible for the daily administration of the District' business, including any and all financial work work related to the Bond Funds and Operating Funds of the District, and preparation of the minutes of the Board of Supervisors. In addition, the District Manager prepares the Annual Budget(s), implements all policies of the Board of Supervisors, and attends all meetings of the Board of Supervisors.

##### **District Engineer**

Consists of attendance at scheduled meetings of the Board of Supervisors, offering advice and consultation on all matters related to the works of the District, such as bids for yearly contracts, operating policy, compliance with regulatory permits, etc. This is required of the District as part of the bond indentures.

##### **Dissemination Agent**

The District is required by the SEC to comply with Rule 15c2-12(b) (5), which relates to additional reporting requirements for unrelated bond issues.

##### **Arbitrage Rebate Calculation**

This is required of the District as part of the bond indentures.

##### **Auditing Services**

The District is required to annually undertake an independent examination of its books, records and accounting procedures. This audit is conducted pursuant to State Law and the Rules of the Auditor General.

##### **Trustees Fees**

This is required of the District as part of the bond indentures.

##### **Travel Per Diem**

This relates to mileage and gas reimbursement to District staff and management employees.

##### **Technology Services**

The District processes all of its financial activities, i.e. accounts payable, financial statements, etc. on a mainframe computer system.

##### **Postage, Phone, Faxes, Copies**

Cost of materials and service to produce agendas and conduct day-to-day business of the District.

##### **Public Officials Insurance**

The District carries Public Officials Liability in the amount of \$1,000,000.

##### **Legal Advertising**

This is required to conducts the official business of the District in accordance with the Sunshine Law and other advertisement requirements as indicated by the Florida Statutes.

##### **Bank Fees**

To provide for unbudgeted administrative expenses.

**FISCAL YEAR 2018**  
**PROPOSED ANNUAL OPERATING BUDGET**



# NORTHWOOD

## COMMUNITY DEVELOPMENT DISTRICT

### BUDGET DESCRIPTIONS

#### **Office Supplies**

Cost of daily supplies required by the District to facilitate operations.

#### **Dues, Licenses & Fees**

The District is required to file with the County and State each year.

#### **Capital Outlay**

This is to purchase new equipment as required.

#### **Legal Council**

##### **District Counsel**

The District's legal counsel will be providing general legal services to the District, i.e. attendance and preparation for monthly meetings, review operating and maintenance contracts, etc. Fees are based on prior year legal expenses.

#### **Electric Utility Services**

##### **Electric Utility Services**

This item is for street lights, pool, recreation facility and other common element electricity needs.

#### **Garbage/Solid Waste Control Services**

##### **Garbage Collection**

This item is for pick up at the recreation facility and parks as needed.

#### **Water-Sewer Combination Services**

##### **Water Utility Services**

This relates to water services provided to District facilities.

#### **Other Physical Environment**

##### **Landscape Maintenance - Contract**

The District contracts with a professional landscape firm to provide service through a public bid process. This fee does not include replacement material or irrigation repairs.

##### **Landscape Maintenance - Other**

This category represents costs related to tree removals, additional plants, mulch, and other landscape maintenance items not covered within the scope of the contract.

##### **Field Manager**

The District utilizes a field manager to provide services relative to landscaping, maintenance, and other functions within the community.

##### **Field Staff**

The District employees staff that is responsible for the general maintenance and upkeep of the community.

##### **Irrigation Maintenance**

Repairs necessary for everyday operation of the irrigation system to ensure its effectiveness.

##### **Plant Replacement**

This item is for landscape items that may need to be replaced during the year.

##### **Lake Maintenance**

The District has contracts to maintain the ponds and its acres of lakes that include funds for grass carp and algae/weed removal.

**FISCAL YEAR 2018**  
**PROPOSED ANNUAL OPERATING BUDGET**

# NORTHWOOD

## COMMUNITY DEVELOPMENT DISTRICT

### BUDGET DESCRIPTIONS

#### **Miscellaneous Repairs & Maintenance**

The District has a contract to maintain the common areas and facilities.

#### **Property & Casualty Insurance**

The District carries \$1,000,000 in general liability and also has sovereign immunity.

#### **Road & Street Facilities**

##### **Decorative Light Maintenance**

This item is intended to fund maintenance needs specific to the decorative lights within the community.

##### **Pavement/Signage/Wall Repairs**

This item is intended to address pavement, signage, and wall repair needs as required within the community.

#### **Parks & Recreation**

##### **Cabana Maintenance**

This item is necessary to contract with a vendor to maintain the cabana within State Guidelines for public use.

##### **Cabana Supplies**

This item is necessary to ensure the cabana has sufficient stock supplies as needed for use.

##### **Clubhouse Maintenance**

This item is necessary to contract with a vendor to maintain the clubhouse within State Guidelines for public use.

##### **Clubhouse Supplies**

This item is necessary to ensure the clubhouse has sufficient stock supplies as needed for use.

##### **Pool Repairs & Maintenance**

The District has maintenance contracts for the pool area.

##### **Park Maintenance**

This item is necessary to contract with a vendor to maintain the park facilities within State Guidelines for public use.

##### **Special Events**

This item is intended to fund Holiday entertainment and costuming for the District's special events.

##### **Security Patrol**

This item is for the contractual service of the Sheriffs office or a private vendor to provide random patrols of the District assets and the community as a whole.

#### **Other Expenses**

##### **Community Enhancement Projects**

This item relates to the restoration or installation of certain infrastructure that the community may desire.

##### **Contingency**

Represents the potential excess of unscheduled maintenance expenses not included in budget categories or not anticipated in specific line items.

# NORTHWOOD

## COMMUNITY DEVELOPMENT DISTRICT

### SCHEDULE OF ANNUAL ASSESSMENTS<sup>(1)</sup>

Lot Size	Parcel Size	Debt Service Unit Count	O&M Unit Count	Fiscal Year 2017			Fiscal Year 2018			Total Inc/(Dec) in Annual Assmt <sup>(2)</sup>
				Debt Service Per Unit	O&M Per Unit	Fiscal Year 2017 Total Assessment	Debt Service Per Unit	O&M Per Unit	Fiscal Year 2018 Total Assessment	
PARCEL 1A	Large	49	49	\$513	\$951	<b>\$1,464</b>	\$0	\$998	<b>\$998</b>	<b>(\$465)</b>
PARCEL 1B	Small	49	49	\$494	\$951	<b>\$1,445</b>	\$0	\$998	<b>\$998</b>	<b>(\$446)</b>
PARCEL 2	Small	80	80	\$494	\$951	<b>\$1,445</b>	\$0	\$998	<b>\$998</b>	<b>(\$446)</b>
PARCEL 3A	Large	25	25	\$513	\$951	<b>\$1,464</b>	\$0	\$998	<b>\$998</b>	<b>(\$465)</b>
PARCEL 3B	Large	41	41	\$513	\$951	<b>\$1,464</b>	\$0	\$998	<b>\$998</b>	<b>(\$465)</b>
PARCEL 4	Small	115	115	\$494	\$951	<b>\$1,445</b>	\$0	\$998	<b>\$998</b>	<b>(\$446)</b>
PARCEL 5	Large	33	33	\$513	\$951	<b>\$1,464</b>	\$0	\$998	<b>\$998</b>	<b>(\$465)</b>
PARCEL 6	Small	56	56	\$494	\$951	<b>\$1,445</b>	\$0	\$998	<b>\$998</b>	<b>(\$446)</b>
PARCEL 7	Small	79	79	\$494	\$951	<b>\$1,445</b>	\$0	\$998	<b>\$998</b>	<b>(\$446)</b>
PARCEL 8	Small	53	53	\$494	\$951	<b>\$1,445</b>	\$0	\$998	<b>\$998</b>	<b>(\$446)</b>
PARCEL 9	Small	52	52	\$494	\$951	<b>\$1,445</b>	\$0	\$998	<b>\$998</b>	<b>(\$446)</b>
Parcel 2- Partial Prepay	Small	2	2	\$67	\$951	<b>\$1,018</b>	\$0	\$998	<b>\$998</b>	<b>(\$19)</b>
Parcel 3A- Partial Prepay	Large	1	1	\$70	\$951	<b>\$1,020</b>	\$0	\$998	<b>\$998</b>	<b>(\$22)</b>
Parcel 4- Partial Prepay	Small	1	1	\$67	\$951	<b>\$1,017</b>	\$0	\$998	<b>\$998</b>	<b>(\$19)</b>
Total Pay Down (Large)			1	\$0	\$951	<b>\$951</b>	\$0	\$998	<b>\$998</b>	<b>\$48</b>
Total Pay Down (Small)			1	\$0	\$951	<b>\$951</b>	\$0	\$998	<b>\$998</b>	<b>\$48</b>
Total		636	638							

**Notations:**

<sup>(1)</sup> Annual assessments are adjusted for collection costs and early payment discounts of 6%.

<sup>(2)</sup> A positive figure denotes an increase in assessments; conversely, a negative figure denotes a decrease in assessments.

# FISCAL YEAR 2018

## PROPOSED ANNUAL OPERATING BUDGET

**RESOLUTION 2017-04**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF  
NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT  
DESIGNATING A TREASURER.**

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

**WHEREAS**, the Board of Supervisors of the District desires to appoint a Treasurer;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF  
NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT THAT:**

**Section 1.**      Eric Davidson                      is appointed Treasurer.

**Section 2.**      All prior designations which are inconsistent with the designation herein are forthwith rescinded.

**Section 3.**      This Resolution shall become effective on May 8, 2017.

**PASSED AND ADOPTED THIS 8<sup>TH</sup> DAY OF MAY, 2017.**

**ATTEST:**

**NORTHWOOD  
COMMUNITY DEVELOPMENT DISTRICT**

\_\_\_\_\_  
**SECRETARY / ASSISTANT SECRETARY**

\_\_\_\_\_  
**CHAIRMAN**

# **NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT**

## **April 10, 2017 Minutes of the Regular Meeting**

### **April 10, 2017 Minutes of the Board of Supervisors Regular Meeting**

The Regular Meeting of the Board of Supervisors for Northwood Community Development District was held on **Monday, April 10, 2017 at 6:30 p.m.**, at the Northwood Clubhouse located at 27248 Big Sur Drive, Wesley Chapel, Florida 33544.

#### **1. PLEDGE OF ALLEGIANCE**

Nicole Chamberlain led the Pledge of Allegiance.

#### **2. CALL TO ORDER**

Nicole Chamberlain called the Regular Meeting of the Board of Supervisors of the Northwood Community Development District to order on **Monday, April 10, 2017 at 6:35 p.m.**

#### **Board Members Present and Constituting a Quorum at the onset of the meeting:**

Andy Mendenhall	Chairman
Karen Uhlig	Vice Chairman
Mimi Kilpatrick	Supervisor
Brian Quigley	Supervisor
Barbara Cruz	Supervisor

#### **Staff Members Present:**

Nicole Chamberlain	Meritus
Josue Marquez	On-Site Personnel
Tonya Stewart	District Engineer

There were two residents present.

#### **3. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS**

There were no audience questions or comments on agenda items.

#### **4. VENDOR AND STAFF REPORTS**

##### **A. District Counsel**

##### **B. District Engineer**

Ms. Stewart said she met with the contractor earlier that day regarding repairs. The contractor asked if they will be getting proposals for pressure washing and painting. Supervisor Mendenhall said they already have proposal for painting, but the first thing they need to do is have the crack repaired. Ms. Stewart said that since the tree has been removed, the repair may have changed, and a second crack may be starting.

Ms. Stewart also discussed how aquatic plants can help with erosion, and she recommends engaging in a conversation about this with the aquatics vendor. Supervisor Kilpatrick asked why the District doesn't do preventative measures such as filling it in with natural water to take care of erosion. Ms. Stewart summarized how the pond system works and the reason for the design. She also said that it is important to make sure homeowners are telling their personal landscapers not to mow anything on CDD property.

Next, there was a discussion about trespassing and signs by the ponds. The Board decided that more signs are needed.

MOTION TO:	Have Mr. Marquez buy additional signs, not to exceed \$2,000, and have them installed by the ponds.
MADE BY:	Supervisor Quigley
SECONDED BY:	Supervisor Uhlig
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

## **5. BUSINESS ITEMS**

### **A. Discussion on Community Soccer Field Turf**

The Board discussed putting turf down on the community soccer field. Supervisor Kilpatrick said that safety is an issue and with turf it would be a softer fall for kids playing there. She also said that in its current condition, the field is an eyesore. Supervisor Mendenhall gave the history of the field and explained why there is grass there; he went on to say that the kids choosing to play soccer there is why the field looks the way it does now. Supervisor Kilpatrick asked to get proposals for something that is both safer and looks nice. The Board discussed possibly having a multipurpose surface like a basketball court; they would like management to search previous bids and get new ones. They would like this item to be on the agenda for next month's meeting.

### **B. Discussion on Little Library**

The Board discussed having a Little Library. Supervisor Quigley asked who would monitor it. The Board continued to discuss their concerns.

MOTION TO:	To not move forward as of now for reasons discussed.
MADE BY:	Supervisor Mendenhall
SECONDED BY:	Supervisor Quigley
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

Supervisor Kilpatrick will talk to the HOA about a possible book exchange once a week.

The Board also discussed bounce houses at events and possible liability. Mr. Marquez will make sure bounce houses are manned at all times and that the CDD is listed on the agreement with million dollar coverage.

#### **C. Discussion on Nichols Landscape Architecture Account**

Supervisor Mendenhall explained the history of the Nichols Landscape Architecture Account and said he thinks the invoices are valid. The Board discussed their thoughts.

MOTION TO:	Pay the invoices contingent on Nichols Landscaping provided paper and digital versions of plans.
MADE BY:	Supervisor Mendenhall
SECONDED BY:	Supervisor Uhlig
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

The Board would like management to bring a copy of the plans to next month's meeting for budget discussion.

#### **D. Discussion on Proposal for Community Painting**

Ms. Chamberlain told the Board that the contractor did agree to discount price to offset water usage. Supervisor Uhlig asked what door is being painted, and Mr. Marquez answered that it's the guard shack. The Board agreed that they need a more accurate cost for the corner bead. They would like the contractor to give the higher end, or something like a "not to exceed 200 feet." The entire amount should be at a cost of \$12.50, not only after a certain number of feet.

The Board agreed that they would like to hold a special meeting in two weeks to discuss painting and have an updated proposal at that time. They would also like to check with Ms. Stewart to make sure it is okay to move forward with painting in areas that are not in need of repair. The Board would like Ms. Stewart to have proposal from Motts ready for the special meeting.

#### **E. Discussion on Holiday Lights**

The Board discussed holiday lights and agreed that there were not enough lights last year. They would like to have additional lighting this year. There was a discussion about how much would need to be added to the budget for holiday lights. Management will bring the previous proposals to next meeting so the Board can review them.

MOTION TO:	Put \$10,000 in the budget for holiday lights.
MADE BY:	Supervisor Mendenhall
SECONDED BY:	Supervisor Quigley
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously

## **F. General Matters of the District**

### **6. CONSENT AGENDA**

**A. Consideration of Minutes of the Board of Supervisors Meeting March 13, 2017**

**B. Consideration of Operations and Maintenance Expenditures April 2017**

**C. Review of Financial Statements Month Ending February 28, 2017**

The Board agreed to table the Consent Agenda until the next meeting.

### **7. MANGAGEMENT REPORTS**

#### **A. Staff Action Item List**

The Board would like proposals for the back entrance so they can review them at the special meeting. Mr. Marquez will reach out to Creative Designs for proposals. Supervisor Uhlig asked a question about the poles. The Board would like to ensure that LMP is gluing the stones based on the proposal. Management will check with LMP to determine what palm trees are not susceptible to the virus and which palm trees they will warranty. Mr. Marquez will contact the County to see if the signs in the center of the islands actually need to be in the center and in those specific locations. The Board also noted that the annuals are the wrong colors; they would like to see brighter colors.

#### **B. District Manager**

#### **C. Field Manager's Report**

**1. Community Inspection Report**

**2. Aquatics Report**

**3. Sheriff's Report**

### **8. SUPERVISOR REQUESTS**

Supervisor Uhlig asked about how long it is taking for tasks to be completed. The Board requested for management to let all Board members know what is going on if there are changes in between meetings. Supervisor Mendenhall mentioned the Sheriff's report and said he would like the Deputies to stop issuing warnings and instead issue tickets. He also wanted to make sure that the Deputy is rotating the schedule. Supervisor Quigley said that on the police log, the Deputies are supposed to be checking in, and it needs to be done every time in person, not with a phone call.



**9. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

There were no audience questions or comments at this time.

**10. ADJOURNMENT**

MOTION TO:	Adjourn at 8:43 p.m.
MADE BY:	Supervisor Quigley
SECONDED BY:	Supervisor Mendenhall
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously

*\*These minutes were done in summary format.*

*\*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

**Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on \_\_\_\_\_.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Printed Name**

**Title:**

☐ **Secretary**

☐ **Assistant Secretary**

**Title:**

☐ **Chairman**

☐ **Vice Chairman**

*Recorded by Records Administrator*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

Official District Seal

# **NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT**

**April 24, 2017 Minutes of the Special Meeting**

## **Minutes of the Board of Supervisors Special Meeting**

The Special Meeting of the Board of Supervisors for Northwood Community Development District was held on **Monday, April 24, 2017 at 6:30 p.m.**, at the Northwood Clubhouse located at 27248 Big Sur Drive, Wesley Chapel, Florida 33544.

### **1. PLEDGE OF ALLEGIANCE**

Debby Hukill led the Pledge of Allegiance.

### **2. CALL TO ORDER**

Debby Hukill called the Special Meeting of the Board of Supervisors of the Northwood Community Development District to order on **Monday, April 24, 2017 at 6:30 p.m.**

#### **Board Members Present and Constituting a Quorum at the onset of the meeting:**

Andy Mendenhall	Chairman	
Karen Uhlig	Vice Chairman	
Mimi Kilpatrick	Supervisor	<i>arrived at approximately 6:37 p.m.</i>
Brian Quigley	Supervisor	
Barbara Cruz	Supervisor	<i>arrived at approximately 6:53 p.m.</i>

#### **Staff Members Present:**

Debby Hukill	Meritus
Josue Marquez	On-Site Personnel
Sam Tillis	LMP

There were four residents present.

### **3. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS**

There were no audience questions or comments on agenda items.

### **4. BUSINESS ITEMS**

#### **A. Discussion with LMP – Sam Tillis**

##### **i. Discussion on Roundabout Proposal**

The Board discussed and reviewed the proposals with Sam. Supervisor Mendenhall stated that he thinks the District should stay away from the palms that are commonly known for getting the airborne disease that causes them to die. The Board liked the Royal Palm. The Board also talked about the sign at the round-a-bout; they asked management to contact the County on the sign and see if they can move it. The Board also asked if management can follow up with the County about the white post.

MOTION TO: Approve the Royal Palm proposal.  
MADE BY: Supervisor Mendenhall  
SECONDED BY: Supervisor Quigley  
DISCUSSION: The Board wanted to know if the 8 ft. will be showing or  
in the ground, and Mr. Tillis answered that it will be 8 ft.  
showing.  
RESULT: Called to Vote: Motion PASSED  
4/0 - Motion Passed Unanimously

The Board asked about mulch for the community. Mr. Tillis stated that he had the proposal with him for mulching and it is time for the community to install mulch.

MOTION TO: Approve mulch.  
MADE BY: Supervisor Mendenhall  
SECONDED BY: Supervisor Uhlig  
DISCUSSION: None Further  
RESULT: Called to Vote: Motion PASSED  
4/0 - Motion Passed Unanimously

Mr. Tillis stated that the palm trees will be trimmed on the first of June.

## **ii. Discussion on Annual Flowers Installation**

The Board and Mr. Tillis discussed the installation of the annuals. Supervisor Uhlig said she likes the annuals now that they have had time to grow and that she is very pleased with the landscaping. Supervisor Kilpatrick likes the color but wants more color. Supervisor Mendenhall asked LMP if they can do a mockup of the next annual installation for the June meeting so the Board can see pictures of the flowers being installed. The Board and Mr. Tillis agreed that this is a good idea. The Board also discussed adding more spring colors to the annuals they already have. Mr. Tillis said he will get with his vendor and see what can be done to add more yellow, purple, and pink to the annuals.

MOTION TO: Have LMP and management work with Supervisor  
Kilpatrick on what would look good to be added to the  
annuals.  
MADE BY: Supervisor Mendenhall  
SECONDED BY: Supervisor Cruz  
DISCUSSION: None Further  
RESULT: Called to Vote: Motion PASSED  
5/0 - Motion Passed Unanimously

The Board discussed the palm proposal again and the warranty on the palm. The Board wants a four-month warranty on the palms, not 60 days. Mr. Tillis stated he will check with his boss on warranty.

*Mr. Tillis left meeting.*

The Board continued to discuss the warranty. They agreed that it is okay to go ahead with the proposal for the round-a-bouts if they don't get the additional warranty; however, they stressed to management that Northwood is a good client and they really want a four-month warranty. Supervisor Mendenhall texted Scott Carlson with LMP to see if they could get a four-month warranty on the palms. Scott Carlson replied and said yes.

### **B. Discussion on Wall Repair Proposal**

The Board reviewed the proposal. Supervisor Cruz asked about the caps and how many need to be repaired. Ms. Hukill stated that six need to be replaced.

MOTION TO:	Approve the proposal from Motts for wall repair.
MADE BY:	Supervisor Quigley
SECONDED BY:	Supervisor Mendenhall
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously

The Board discussed adding a timeline and warranty to all bids. Supervisor Mendenhall stated that District Counsel does review all large-cost proposals to make sure the District is covered. District Counsel will review and write up an agreement for the painting proposal. Ms. Hukill stated she will talk with Counsel on a blanket agreement where they can write in timeline, warranty, and name on smaller bids.

### **C. Discussion on Proposal for Community Painting**

The Board reviewed the proposal. Munyan added the pool/clubhouse and will reimburse the District for water usage. They also made sure that with the corner bead footage, the vendor would not do any more than what is in the quote without Board approval.

MOTION TO:	Approve the painting proposal with Resilience paint and attorney review.
MADE BY:	Supervisor Mendenhall
SECONDED BY:	Supervisor Cruz
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

Supervisor Uhlig wanted to make sure the District has the money for this project.

The Board then discussed the paint colors. Mr. Marquez went over what the residents told him they liked. Ms. Hukill clarified to the board which ones were options 1, 2 and 3. Option 1 is the first one on the left, facing the wall, etc. Mr. Marquez stated that most residents liked Option 1; they also liked the base on Option 3. The Board discussed which colors they liked and considered maybe using three paint colors instead of two. Supervisor Kilpatrick said that the Board should get a professional opinion on where the three paint colors should go, and the Board agreed. They asked management to contact Munyan and get with Sherwin Williams about designing options for the Board to review and discuss at the next meeting.

The Board also talked about getting a proposal for placing stones on the pillars on the wall. Ms. Hukill stated she will contact Motts for a proposal.

#### **D. General Matters of the District**

#### **5. SUPERVISOR REQUESTS**

There were no supervisor requests.

#### **6. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

Residents asked about the Memorial Day BBQ, stop signs for the round-a-bouts, paint colors for the community, and the bond expiration date and amount.

*Supervisor Quigley had to leave the meeting.*

Residents also commented about the need for the off-duty officer to start ticketing, boulders at the round-a-bouts, and County signs.

**7. ADJOURNMENT**

MOTION TO:	Adjourn.
MADE BY:	Supervisor Cruz
SECONDED BY:	Supervisor Kilpatrick
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously

*\*These minutes were done in summary format.*

*\*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on \_\_\_\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

Title:

- ☐ Secretary  
☐ Assistant Secretary

Title:

- ☐ Chairman  
☐ Vice Chairman

*Recorded by Records Administrator*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

Official District Seal

## Northwood Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Monthly Budget	Comments/Description
<b>Monthly Contract</b>					
Aquatic Systems, Inc.	370264	\$ 1,225.00			Lake & Wetland Services - April
Bella Pool Service LLC.	6965	980.00			Pool Cleaning - April
LMP	120513	5,634.38			Landscape Maintenance - May
Meritus Districts	7869	4,928.30		\$ 4,791.67	Management Services - May
OLM, Inc.	31316	390.00		\$ 375.00	Landscape Inspection - April
<b>Monthly Contract Sub-Total</b>		<b>\$ 13,157.68</b>			

<b>Variable Contract</b>					
Stantec	1175373	\$ 290.00			Professional Services - thru 03/17/17
Straley Robin Vericker	14301	135.00			Professional Services - thru 04/15/17
<b>Variable Contract Sub-Total</b>		<b>\$ 425.00</b>			

<b>Utilities</b>					
Frontier	813 991 1155 072408 5 041317	\$ 227.22			Phone Services - thru 05/12/17
Pasco County Utilities	0011045 012717	0.00			Water Service - thru 12/14/16
Pasco County Utilities	0011045 122816	0.00			Water Service - thru 11/16/16
Pasco County Utilities	0518910 032417	-31.00			Water Service - thru 02/24/17
Pasco County Utilities	0519410 032417	227.25	<b>\$ 196.25</b>		Water Service - thru 02/24/17
TECO	311000000001 040317	2,946.21		\$ 5,416.67	Electric Service - thru 03/16/17
Waste Connections of Florida	3500863	5,409.50			Waste Maintenance - 03/25/17
<b>Utilities Sub-Total</b>		<b>\$ 8,779.18</b>			

<b>Regular Services</b>					
Supervisor: Andy Mendenhall	AM041017	\$ 200.00			Supervisor Fee - 04/10/17
Supervisor: Brian Quigley	BQ041017	200.00			Supervisor Fee - 04/10/17
Supervisor: Mimieaux Kilpatrick	MK041017	200.00	<b>\$ 600.00</b>		Supervisor Fee - 04/10/17



## Northwood Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Monthly Budget	Comments/Description
<b>Regular Services Sub-Total</b>		<b>\$ 600.00</b>			
<b>Additional Services</b>					
Florida Department of Revenue	FRD042017	\$ 62.96			Sales Tax - April
Himes Electrical Service	18808	369.13			Replaced breaker for fountain lights - 12/21/16
Himes Electrical Service	18760	120.00			East fountain service - 01/25/17
Himes Electrical Service	18772	325.61			Troubleshoot time clock - 02/09/17
Himes Electrical Service	18889	219.89			Installed security light on clubhouse - 02/16/17
Himes Electrical Service	18908	270.00	<b>\$ 1,304.63</b>		Installed landscape lights at front entrance - 02/24/17
Lake Fountains & Aeration, Inc.	13526	2,341.50			Fountain service - 04/10/17
LMP	119772	7,370.35			Annuals - Flowers 03/29/17
LMP	120213	588.40	<b>\$ 7,958.75</b>		Sod removal - 04/20/17
Tampa Bay Times	458995 041717	98.00			Special Meeting - 04/15/17
Truly Nolen of America, Inc.	590122341	79.18			Pest Control Service - 04/12/17
<b>Additional Services Sub-Total</b>		<b>\$ 11,845.02</b>			
<b>TOTAL:</b>		<b>\$ 34,806.88</b>			

Approved (with any necessary revisions noted):

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Signature

Printed Name

# Northwood Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Monthly Budget	Comments/Description
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**Title (check one):**

☐ Chairman ☐ Vice Chairman ☐ Assistant Secretary



# Aquatic Systems, Inc.

LAKE & WETLAND MANAGEMENT SERVICES

2100 NW 33rd Street Pompano Beach, FL 33069

1-800-432-4302 - Fax (954) 977-7877

## Invoice

INVOICE DATE: 4/1/2017

INVOICE NUMBER: 0000370264

CUSTOMER NUMBER: 0063291

PO NUMBER:

PAYMENT TERMS: Net 30

Northwood CDD  
C/O Meritus Districts  
2005 Pan AM Circle #120  
Tampa, FL 33607

QTY ORD	ITEM DESCRIPTION	U/M	UNIT PRICE	EXT PRICE
1	Monthly Lake and Wetland Services - April		1,225.00	1,225.00

538.9800

APR 03 2017

SALES TAX: (0.0%) \$0.00

LESS PAYMENT: \$0.00

TOTAL DUE: \$1,225.00

*A 1.5% FINANCE CHARGE IS ADDED TO BALANCES 31 OR MORE DAYS PAST DUE*

PLEASE RETURN THIS PORTION WITH PAYMENT.  
MAKE CHECKS PAYABLE TO: **Aquatic Systems, Inc.**

- ☐ Address Changes (Note on Back of this Slip)  
\*Please include contact name and phone number\*

DATE: 4/1/2017

INVOICE NUMBER: 0000370264

CUSTOMER NUMBER: 0063291

TOTAL AMOUNT DUE: \$1,225.00

APR 03 2017

Aquatic Systems, Inc.  
2100 NW 33rd Street  
Pompano Beach, FL 33069

AMOUNT PAID:

THANK YOU FOR YOUR BUSINESS!

Approved 4/28/2017 by dpate1

# Invoice

Date	Invoice #
4/17/2017	6965

Bill To
Northwood CDD/ DMS 27248 Big Sur Dr Wesley Chapel, FL 33554

Ship To
Northwood CDD/ DMS 27248 Big Sur Dr Wesley Chapel, FL 33554

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
	Net 15		4/17/2017			
Quantity	Item Code	Description			Price Each	Amount
	Commercial Pool	APRIL ; Full service cleaning pool 3x weekly			980.00	980.00
					<b>Total</b>	\$980.00
Phone #		E-mail				
727-656-7285		bellpoolservice@verizon.net				

Approved 4/28/2017 by dpatel



PO Box 267  
Seffner, FL 33583

813-757-6500  
813-757-6501

## Invoice

Date	Invoice #
5/1/2017	120513

<b>Bill To:</b>
Northwood CDD c/o Meritus 2005 Pan Am Cir. Suite 120 Tampa, FL 33607

<b>Property Information</b>

### Services for the month of May 2017

Description	Qty	Rate	Amount
MONTHLY MAINTENANCE - BASE PAY	1	4,225.78	4,225.78
MONTHLY MAINTENANCE - PERFORMANCE PAY	1	1,408.60	1,408.60
		<b>Total</b>	<b>\$5,634.38</b>
Questions regarding this invoice? Please e-mail arpayments@lmppro.com or call 813-757-6500 and ask for Accounts Receivable.		<b>Terms</b>	<b>Due Date</b>
		<b>Net 30</b>	<b>5/31/2017</b>
		<b>Payments/Credits</b>	<b>\$0.00</b>
		<b>Balance Due</b>	<b>\$5,634.38</b>

Approved 4/28/2017 by dpate1

## Meritus Districts

2005 Pan Am Circle  
Suite 120  
Tampa, FL 33607

Voice: 813-397-5121  
Fax: 813-873-7070



# INVOICE

Invoice Number: 7869  
Invoice Date: May 1, 2017  
Page: 1

**Bill To:**

Northwood CDD  
2005 Pan Am Circle  
Ste 120  
Tampa, FL 33607

**Ship to:**

Customer ID	Customer PO	Payment Terms	
Northwood		Net Due	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Best Way		5/1/17

Quantity	Item	Description	Unit Price	Amount
678.00	DMS	District Management Services - May		4,791.66
	Postage	Postage - March		34.94
	Copies - B/W	Copies: B/W - March	0.15	101.70

5

Subtotal	4,928.30
Sales Tax	
Total Invoice Amount	4,928.30
Payment/Credit Applied	
<b>TOTAL</b>	<b>4,928.30</b>

Check/Credit Memo No:

Approved 4/28/2017 by dpatel

OLM, Inc.

975 Cobb Place Blvd.  
Suite 304  
Kennesaw, GA 30144  
Phone 770.420.0900

# Invoice

Date	Invoice #
4/10/2017	31316

Bill To
NORTHWOOD CDD 2005 Panam Circle Suite 120 Tampa, FL 33607

P.O. No.	Terms	Due Date
	Net 30	5/10/2017

Description	Amount
MONTHLY LANDSCAPE INSPECTION CONDUCTED AT NORTHWOOD CDD ON 4/5/17 BY PAUL WOODS	390.00
APR 14 2017	
PLEASE INCLUDE INVOICE NUMBER ON YOUR CHECK	<b>Total</b> \$390.00

Approved 4/28/2017 by dpatel





## INVOICE

Page 1 of 1

Invoice Number 1175373  
Invoice Date March 24, 2017  
Purchase Order 215600254  
Customer Number 83333  
Project Number 215600254

**Bill To**

Northwood CDD  
Accounts Payable  
c/o Meritus Districts  
2005 Pan Am Circle Drive Suite 120  
Tampa FL 33607  
United States

**Please Remit To**

Stantec Consulting Services Inc. (SCSI)  
13980 Collections Center Drive  
Chicago IL 60693  
United States

MAR 31 2017

**Project 05312-CDD-002 - Northwood CDD**

Project Manager

Stewart, Tonja L

For Period Ending

March 17, 2017

Current Invoice Total (USD)

290.00

Follow up with district manager regarding wall repair; discussions with cornerstone and prepare report for March meeting

**Top Task 217 2017 FY General Consulting**

**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Stewart, Tonja L	2.00	145.00	290.00
<b>Subtotal Professional Services</b>	<b>2.00</b>		<b>290.00</b>

Top Task Subtotal 2017 FY General Consulting 290.00

**Total Fees & Disbursements**

290.00

**INVOICE TOTAL (USD)****290.00****Due on Receipt**

Please contact Brenna Kaiser if you have any questions concerning this invoice.

Phone: (813) 223-9500 E-mail: [brenna.kaiser@stantec.com](mailto:brenna.kaiser@stantec.com)

**\*\* PLEASE INCLUDE INVOICE # WITH PAYMENT \*\***

Thank you.

Approved 4/28/2017 by dpatel



**Straley Robin Vericker**  
1510 W. Cleveland Street  
Tampa, FL 33606  
Telephone (813) 223-9400 \* Facsimile (813) 223-5043  
Federal Tax Id. - 20-1778458

Northwood Community Development District  
c/o MERITUS DISTRICTS  
2005 PAN AM CIRCLE, SUITE 120  
TAMPA, FL 33607

April 23, 2017  
Client: 001026  
Matter: 000001  
Invoice #: 14301

Page: 1

RE: General Matters

For Professional Services Rendered Through April 15, 2017

**SERVICES**

Date	Person	Description of Services	Hours	
4/6/2017	LH	REVIEW FILES RE STATUS OF AUDITOR SENDING FISCAL YEAR 2016 AUDIT REQUEST LETTER; PREPARE EMAIL TO R.RIOS RE SAME.	0.2	
4/7/2017	VKB	REVIEW AGENDA PACKET; TELECONFERENCE WITH D. HUKILL RE: BOARD MEETING.	0.3	
4/14/2017	LH	REVIEW EMAIL FROM D. HUKILL AND PUBLIC RECORDS REQUEST RECEIVED; PREPARE EMAIL TO D. HUKILL RE SAME; UPDATE FILES RE REQUEST RECEIVED AND ACKNOWLEDGED.	0.2	
Total Professional Services			0.7	\$135.00

**PERSON RECAP**

Person	Hours	Amount
VKB Vivek K. Babbar	0.3	\$75.00
LH Lynn Hoodless	0.4	\$60.00

Approved 4/28/2017 by dpate1

April 23, 2017  
Client: 001026  
Matter: 000001  
Invoice #: 14301

Page: 2

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Total Services	\$135.00	
Total Disbursements	\$0.00	
Total Current Charges		\$135.00

<b>PAY THIS AMOUNT</b>	<b>\$135.00</b>
------------------------	-----------------

*Please Include Invoice Number on all Correspondence*



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APR 19 2017

NORTHWOOD CDD  
**Your Monthly Invoice**

Page 1 of 4

**Account Summary**

<b>New Charges Due Date</b>	5/08/17
Billing Date	4/13/17
Account Number	813-991-1155-072408-5
PIN	7607
Previous Balance	227.07
Payments Received Thru 3/29/17	-227.07
Thank you for your payment!	
Balance Forward	.00
New Charges	227.22
<b>Total Amount Due</b>	<b>\$227.22</b>

**We're here to help you achieve your business goals in 2017.**



Your business never stands still. Call now, and a Frontier Small Business Expert will analyze your ever-changing needs and recommend the right solutions to help you succeed.

Call for your **FREE Account Review.**  
**1.844.316.9008**

Service availability varies.  
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**Manage Your Account**

**To Pay Your Bill**

**Online:** [Frontier.com](http://Frontier.com) 1.800.801.6652

**Pay by Mail**

**To Contact Us**

**Chat:** [Frontier.com](http://Frontier.com) **Online:** [Frontier.com/helpcenter](http://Frontier.com/helpcenter)

1.800.921.8102 **Email:** [ContactBusiness@ftr.com](mailto:ContactBusiness@ftr.com)

Approved 4/28/2017 by [signature]

1 6



P.O. Box 5157, Tampa, FL 33675

AB 01 004215 07300 B 24 A



NORTHWOOD CDD  
2005 PAN AM CIR STE 120  
ST 120  
TAMPA, FL 33607-2529

APR 19 2017

**PAYMENT STUB**

**Total Amount Due** **\$227.22**

New Charges Due Date 5/08/17

Account Number 813-991-1155-072408-5

Please do not send correspondence with your payment. Make checks payable to Frontier

**Amount Enclosed** \$



Check here for billing address change (see reverse)

FRONTIER  
PO BOX 740407  
CINCINNATI OH 45274-0407



18700381399111550724080000000000000000000227225



UTILITIES SERVICES BRANCH  
CUSTOMER INFORMATION &  
SERVICE DEPT.  
P.O. BOX 2139  
NEW PORT RICHEY, FL 34656-2139

LAND O' LAKES  
NEW PORT RICHEY  
DADE CITY

(813) 235-6012  
(727) 847-8131  
(352) 521-4285

utilcustserv@pascocountyfl.net



228 1 1

**NORTHWOOD COMMUNITY DEV DISTRICT**

Service Address: **0 BIG SUR DR**

Bill Number: 8534501

Billing Date: 1/27/2017

Billing Period: 11/16/2016 to 12/14/2016

Account #	Customer #
0011045	01272114
Please use the 15-digit number below when making a payment through your bank	
001104501272114	

Service	Meter #	Previous		Current		# of Days	Consumption in thousands
		Date	Read	Date	Read		
Reclaim	08389871	11/16/2016	3655	12/14/2016	3689	28	34

Usage History

Reclaimed

Transactions

December 2016	34
November 2016	44
October 2016	74
September 2016	47
August 2016	17
July 2016	64
June 2016	68
May 2016	19
April 2016	7
March 2016	7
February 2016	6
January 2016	13

0.00

**TOTAL BALANCE DUE**

**\$0.00**

**JAN 30 2017**

Approved 4/28/2017 by dpate1



Please return this portion with payment

TO PAY ONLINE, VISIT [pascoeasypay.pascocountyfl.net](http://pascoeasypay.pascocountyfl.net)

☐ Check this box if entering change of mailing address on back.

Account # 0011045  
Customer # 01272114

Balance Forward 0.00  
Current Transactions 0.00

**Total Balance Due \$0.00**  
**Due Date 2/13/2017**

Round Up Donation to Charity

Amount Enclosed

☐ Check this box to participate in Round-Up.

NORTHWOOD COMMUNITY DEV DISTRICT  
5680 W CYPRESS STREET STE A  
TAMPA FL 33607-1775

PASCO COUNTY  
UTILITIES SERVICES BRANCH  
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P.O. BOX 2139  
NEW PORT RICHEY, FL 34656-2139

012721140001104530853450100000000000



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(352) 521-4285

[utilcustserv@pascocountyfl.net](mailto:utilcustserv@pascocountyfl.net)



226 1 1

**NORTHWOOD COMMUNITY DEV DISTRICT**

Service Address: **0 BIG SUR DR**

Bill Number: 8393709

Billing Date: 12/28/2016

Billing Period: 10/19/2016 to 11/16/2016

Account #	Customer #
0011045	01272114
Please use the 15-digit number below when making a payment through your bank	
001104501272114	

Service	Meter #	Previous		Current		# of Days	Consumption in thousands
		Date	Read	Date	Read		
Reclaim	08389871	10/19/2016	3611	11/16/2016	3655	28	44

Usage History

Reclaimed

November 2016	44
October 2016	74
September 2016	47
August 2016	17
July 2016	64
June 2016	68
May 2016	19
April 2016	7
March 2016	7
February 2016	6
January 2016	13
December 2015	20

Transactions

**TOTAL BALANCE DUE**

0.00  
**\$0.00**

**JAN 04 2017**

Approved 4/28/2017 by dpatel



Please return this portion with payment

TO PAY ONLINE, VISIT [pascoeasypay.pascocountyfl.net](http://pascoeasypay.pascocountyfl.net)

☐ Check this box if entering change of mailing address on back.

NORTHWOOD COMMUNITY DEV DISTRICT  
5680 W CYPRESS STREET STE A  
TAMPA FL 33607-1775

Account #	0011045
Customer #	01272114
Balance Forward	0.00
Current Transactions	0.00
<b>Total Balance Due</b>	<b>\$0.00</b>
<b>Due Date</b>	<b>1/16/2017</b>

Round Up Donation to Charity

Amount Enclosed

☐ Check this box to participate in Round-Up.

PASCO COUNTY  
UTILITIES SERVICES BRANCH  
CUSTOMER INFORMATION & SERVICE DEPT.  
P.O. BOX 2139  
NEW PORT RICHEY, FL 34656-2139

012721140001104530839370970000000000



UTILITIES SERVICES BRANCH  
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6967 1 1

**NORTHWOOD CDD**

Service Address: **1406 CALADESI DR**

Bill Number: 8772161

Billing Date: 3/24/2017

Billing Period: 1/27/2017 to 2/24/2017

Account #	Customer #
0518910	01307961
Please use the 15-digit number below when making a payment through your bank	
051891001307961	

Service	Meter #	Previous		Current		# of Days	Consumption in thousands
		Date	Read	Date	Read		
Water	08200645	1/27/2017	13	2/24/2017	13	28	0

Usage History

	Water
February 2017	0
January 2017	0
December 2016	4
November 2016	0
October 2016	0
September 2016	0
August 2016	0
July 2016	0
June 2016	0
May 2016	1
April 2016	0

MAR 29 2017

Transactions

Previous Bill	-67.22 CR
<b>Balance Forward</b>	-67.22 CR
Current Transactions	
Water	
Water Base Charge	7.83
Sewer	
Sewer Base Charge	17.34
Reclaimed	
Reclaimed Water Base Charge	6.08
Adjustments	
Backflow Fee	4.97
<b>Total Current Transactions</b>	36.22
<b>TOTAL BALANCE DUE</b>	<b>-\$31.00 CR</b>

Approved 4/28/2017 by dpate1



Please return this portion with payment

TO PAY ONLINE, VISIT [pascocountyfl.net](http://pascocountyfl.net)

MAR 29 2017

☐ Check this box if entering change of mailing address on back.

Account #	0518910
Customer #	01307961
Balance Forward	-67.22 CR
Current Transactions	36.22
<b>Total Balance Due</b>	<b>-\$31.00 CR</b>

**CREDIT - DO NOT PAY**

NORTHWOOD CDD  
2005 PAN AM CIR STE 120  
TAMPA FL 33607-2380

PASCO COUNTY  
UTILITIES SERVICES BRANCH  
CUSTOMER INFORMATION & SERVICE DEPT.  
P.O. BOX 2139  
NEW PORT RICHEY, FL 34656-2139

013079619051891000877216180000000000



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(352) 521-4285

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6966 1 1

NORTHWOOD COMMUNITY DEV DISTRICT

Service Address: **27248 BIG SUR DR**

Bill Number: 8767269

Billing Date: 3/24/2017

Billing Period: 1/27/2017 to 2/24/2017

MAR 29 2017

Account #	Customer #
0519410	01058581
Please use the 15-digit number below when making a payment through your bank	
051941001058581	

Service	Meter #	Previous		Current		# of Days	Consumption in thousands
		Date	Read	Date	Read		
Water	08776192	1/27/2017	2552	2/24/2017	2565	28	13

Usage History

	Water
February 2017	13
January 2017	15
December 2016	43
November 2016	19
October 2016	20
September 2016	22
August 2016	30
July 2016	34
June 2016	48
May 2016	42
April 2016	25

Transactions

Previous Bill	189.90
Payment 3/9/2017	-189.90 CR
<b>Past Due</b>	0.00
Current Transactions	
Water	
Water Base Charge	39.15
Water Tier 1	13.0 Thousand gallons X \$2.70 35.10
Sewer	
Sewer Base Charge	86.70
Sewer Charges	13.0 Thousand gallons X \$5.10 66.30
<b>Total Current Transactions</b>	227.25
<b>TOTAL BALANCE DUE</b>	<b>\$227.25</b>

\*Past due balance is delinquent and subject to further fees and immediate disconnect.

MAR 29 2017

Approved 4/28/2017 by dpate1



Please return this portion with payment

TO PAY ONLINE, VISIT [pascocountyfl.net](http://pascocountyfl.net)

MAR 29 2017

☐ Check this box if entering change of mailing address on back.

Account # 0519410  
Customer # 01058581  
Past Due 0.00  
Current Transactions 227.25

<b>Total Balance Due</b>	<b>\$227.25</b>
<b>Due Date</b>	<b>4/10/2017</b>

10% late fee will be applied if paid after due date

Round Up Donation to Charity	
Amount Enclosed	

☐ Check this box to participate in Round-Up.






NORTHWOOD COMMUNITY DEV DISTRICT  
2005 PAN AM CIR STE 200  
TAMPA FL 33607-2359

PASCO COUNTY  
UTILITIES SERVICES BRANCH  
CUSTOMER INFORMATION & SERVICE DEPT.  
P.O. BOX 2139  
NEW PORT RICHEY, FL 34656-2139

010585814051941080876726950000227252



## ACCOUNT STATEMENT

tampaelectric.com |     

Statement Date: 04/03/17  
Account: 311000000001

NORTHWOOD CDD  
C/O DISTRICT MANAGEMENT SVCS  
2005 PAN AM CIR, STE 120  
TAMPA, FL 33607-2529



Current month's charges:	\$2,946.21
Total amount due:	\$2,946.21
Current month's charges due:	04/18/17

### Your Account Summary

Previous Amount Due	\$5,201.33
Payment(s) Received Since Last Statement	-\$5,201.33
<b>Current Month's Charges Due By 04/18/17</b>	<b>\$2,946.21</b>
<b>Total Amount Due</b>	<b>\$2,946.21</b>

### Help us avoid service interruptions



**Know what's below.  
Call before you dig.**

Call 811 three days before your project to have utility lines marked for free. Utility lines can easily be

damaged by planting trees, installing fences, etc. Avoid potential service interruptions for you and your neighbors. Digging on Saturday? Call 811 by Wednesday. Visit [sunshine811.com](http://sunshine811.com) or [tampaelectric.com/callbeforeyoudig](http://tampaelectric.com/callbeforeyoudig).

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



### More options for you.

Visit [tecoaccount.com](http://tecoaccount.com) to view and pay your bill, manage your information and more, 24/7 from any device.

To ensure prompt credit, please return stub portion of this bill with your payment. Make checks payable to TECO.



#### WAYS TO PAY YOUR BILL



See reverse side for more information

Account: 311000000001

Current month's charges:	\$2,946.21
Total amount due:	\$2,946.21
Current month's charges due:	04/18/17
<b>Amount Enclosed</b>	<b>\$</b>

701125000039

NORTHWOOD CDD  
C/O DISTRICT MANAGEMENT SVCS  
2005 PAN AM CIR, STE 120  
TAMPA, FL 33607-2529

MAIL PAYMENT TO  
TECO  
P.O. BOX 31318  
TAMPA, FL 33631-3318

7011250000393110000000010000002946215



### Billed Individual Accounts



00000035-0000386-Page 2 of 24

ACCOUNT NAME	ACCOUNT NUMBER	ADDRESS	AMOUNT
NORTHWOOD CDD	211014509577	NORTHWOOD PALMS BLVD PH2 WESLEY CHAPEL, FL 33543-0000	\$228.08
NORTHWOOD CDD	211014509841	1 NORTHWOOD PALMS DR WESLEY CHAPEL, FL 33543-0000	\$254.59
NORTHWOOD CDD	211014560109	1438 NORTHWOOD PALMS BL, #2 WESLEY CHAPEL, FL 33543-0000	\$20.74
NORTHWOOD CDD	211014560349	27248 BIG SUR DR WESLEY CHAPEL, FL 33544-6656	\$513.49
NORTHWOOD CDD	211014560844	1438 NORTHWOOD PALMS BL WESLEY CHAPEL, FL 33543-0000	\$20.64
NORTHWOOD CDD	211014561297	27248 BIG SUR DR WESLEY CHAPEL, FL 33544-6656	\$174.60
NORTHWOOD CDD	211014560596	27500 BREAKERS DR WESLEY CHAPEL, FL 33544-6667	\$142.80
NORTHWOOD CDD	211014562022	NORTHWOOD, UNIT 6A WESLEY CHAPEL, FL 33543-0000	\$122.41
NORTHWOOD CDD	211014562246	NORTHWOOD, UNIT 2A WESLEY CHAPEL, FL 33544-0000	\$122.41
NORTHWOOD CDD	211014562451	NORTHWOOD, UNIT 2B TAMPA, FL 33602-0000	\$163.20
NORTHWOOD CDD	211014562758	NORTHWOOD, UNIT 3A WESLEY CHAPEL, FL 33544-0000	\$183.61
NORTHWOOD CDD	211014563079	NORTHWOODS, UNIT 4A-2 WESLEY CHAPEL, FL 33544-0000	\$122.41
NORTHWOOD CDD	211014563327	NORTHWOOD 3B TAMPA, FL 33602-0000	\$244.81
NORTHWOOD CDD	211014563533	NORTHWOOD, UNIT 7 WESLEY CHAPEL, FL 33544-0000	\$265.21
NORTHWOOD CDD	211014563988	NORTHWOOD, UNIT 4B TAMPA, FL 33602-0000	\$204.01
NORTHWOOD CDD	211014564267	NORTHWOOD, UNIT 5 WESLEY CHAPEL, FL 33544-0000	\$163.20

### Unbilled Individual Accounts

ACCOUNT NAME	ACCOUNT NUMBER	ADDRESS
NORTHWOOD CDD	211014561040	1438 NORTHWOOD PALMS BL WESLEY CHAPEL, FL 33543-0000
NORTHWOOD CDD	211014563772	NORTHWOOD, UNIT 8& WESLEY CHAPEL, FL 33543-0000
NORTHWOOD CDD	211014564473	NORTHWOOD SUBDIVISION WESLEY CHAPEL, FL 33543-0000
NORTHWOOD CDD	211014561784	100 NORTHWOOD PALMS BL WESLEY CHAPEL, FL 33543-0000



**Account:** 211014509577  
**Statement Date:** 03/31/17

**Details of Charges – Service from 02/16/17 to 03/16/17**

Service for: NORTHWOOD PALMS BLVD PH2, WESLEY CHAPEL, FL 33543-0000 **Rate Schedule: Lighting Service**

**Lighting Service Items LS-1 (Bright Choices) for 29 days**

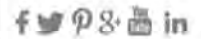
Lighting Energy Charge	352 kWh @ \$0.03224/kWh	\$11.35
Fixture & Maintenance Charge	8 Fixtures	\$87.36
Lighting Pole / Wire	8 Poles	\$118.56
Lighting Fuel Charge	352 kWh @ \$0.02916/kWh	\$10.26
Florida Gross Receipt Tax		\$0.55
<b>Lighting Charges</b>		<b>\$228.08</b>
<b>Current Month's Electric Charges</b>		<b>\$228.08</b>

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# ACCOUNT STATEMENT

tampaelectric.com



Account: 211014509841

Statement Date: 03/31/17

## Details of Charges – Service from 02/17/17 to 03/17/17

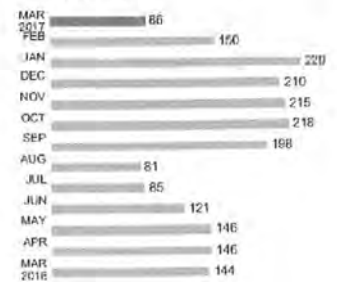
Service for: 1 NORTHWOOD PALMS DR, WESLEY CHAPEL, FL 33543-0000

Rate Schedule: General Service - Non Demand

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
J27161	03/17/17	83,405		80,916		2,489 kWh	1	29 Days
Basic Service Charge						\$19.94		
Energy Charge						2,489 kWh @ \$0.06216/kWh		
Fuel Charge						2,489 kWh @ \$0.02956/kWh		
Florida Gross Receipt Tax						\$6.36		
<b>Electric Service Cost</b>						<b>\$254.59</b>		
<b>Current Month's Electric Charges</b>						<b>\$254.59</b>		

### Tampa Electric Usage History

Kilowatt-Hours Per Day (Average)



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**Account:** 211014560109  
**Statement Date:** 03/31/17

**Details of Charges – Service from 02/17/17 to 03/17/17**

Service for: 1438 NORTHWOOD PALMS BL, #2, WESLEY CHAPEL, FL  
33543-0000

**Rate Schedule: General Service - Non Demand**

Meter Location: # 2

Meter Number	Read Date	Current Reading	Previous Reading	Total Used	Multiplier	Billing Period
J24811	03/17/17	217	214	3 kWh	1	29 Days

Basic Service Charge

\$19.94

Energy Charge

3 kWh @ \$0.06216/kWh

\$0.19

Fuel Charge

3 kWh @ \$0.02956/kWh

\$0.09

Florida Gross Receipt Tax

\$0.52

**Electric Service Cost**

**\$20.74**

**Current Month's Electric Charges**

**\$20.74**

**Tampa Electric Usage History**  
Kilowatt-Hours Per Day  
(Average)

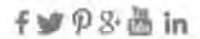


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# ACCOUNT STATEMENT

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Account: 211014560349

Statement Date: 03/31/17

## Details of Charges – Service from 02/17/17 to 03/17/17

Service for: 27248 BIG SUR DR, WESLEY CHAPEL, FL 33544-6656

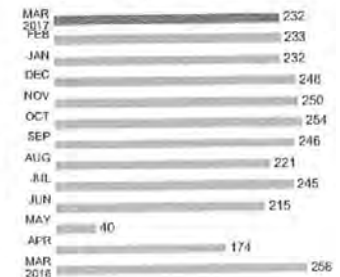
Rate Schedule: General Service Demand - Standard

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
C13193	03/17/17	72,050		65,315		6,735 kWh	1	29 Days
C13193	03/17/17	10.51		0		10.51 kW	1	29 Days

Basic Service Charge		\$33.24
Demand Charge	11 kW @ \$10.25000/kW	\$112.75
Energy Charge	6,735 kWh @ \$0.01754/kWh	\$118.13
Fuel Charge	6,735 kWh @ \$0.02956/kWh	\$199.09
Capacity Charge	11 kW @ \$0.27000/kW	\$2.97
Energy Conservation Charge	11 kW @ \$0.77000/kW	\$8.47
Environmental Cost Recovery	6,735 kWh @ \$0.00386/kWh	\$26.00
Florida Gross Receipt Tax		\$12.84
<b>Electric Service Cost</b>		<b>\$513.49</b>
<b>Current Month's Electric Charges</b>		<b>\$513.49</b>

### Tampa Electric Usage History

Kilowatt-Hours Per Day (Average)



### Billing Demand

(Kilowatts)



### Load Factor

(Percentage)



Billing information continues on next page

**Account:** 211014560844  
**Statement Date:** 03/31/17

**Details of Charges – Service from 02/17/17 to 03/17/17**

Service for: 1438 NORTHWOOD PALMS BL, WESLEY CHAPEL, FL 33543-0000

**Rate Schedule: General Service - Non Demand**

Meter Location: MP

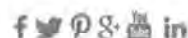
Meter Number	Read Date	Current Reading	Previous Reading	=	Total Used	Multiplier	Billing Period
J24812	03/17/17	5,053	5,051		2 kWh	1	29 Days
Basic Service Charge					\$19.94	<b>Tampa Electric Usage History</b> Kilowatt-Hours Per Day (Average)	
Energy Charge					2 kWh @ \$0.06216/kWh \$0.12		
Fuel Charge					2 kWh @ \$0.02956/kWh \$0.06		
Florida Gross Receipt Tax					\$0.52		
<b>Electric Service Cost</b>					<b>\$20.64</b>		
<b>Current Month's Electric Charges</b>					<b>\$20.64</b>		





# ACCOUNT STATEMENT

tampaelectric.com



**Account:** 211014561297  
**Statement Date:** 03/31/17

## Details of Charges – Service from 02/17/17 to 03/17/17

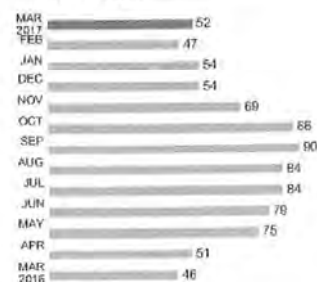
Service for: 27248 BIG SUR DR, WESLEY CHAPEL, FL 33544-6656

**Rate Schedule: General Service - Non Demand**

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
G08032	03/17/17	57,683		56,181		1,502 kWh	1	29 Days
Basic Service Charge						\$19.94		
Energy Charge						1,502 kWh @ \$0.06216/kWh		
Fuel Charge						1,502 kWh @ \$0.02956/kWh		
Florida Gross Receipt Tax						\$4.04		
<b>Electric Service Cost</b>						<b>\$161.74</b>		
State Tax						\$12.86		
<b>Total Electric Cost, Local Fees and Taxes</b>						<b>\$174.60</b>		
<b>Current Month's Electric Charges</b>						<b>\$174.60</b>		

### Tampa Electric Usage History

Kilowatt-Hours Per Day (Average)



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**Account:** 211014560596  
**Statement Date:** 03/31/17

**Details of Charges – Service from 02/17/17 to 03/17/17**

Service for: 27500 BREAKERS DR, WESLEY CHAPEL, FL 33544-6667

**Rate Schedule: Lighting Service**

**Lighting Service Items LS-1 (Bright Choices) for 29 days**

Lighting Energy Charge	308 kWh @ \$0.03224/kWh	\$9.93
Fixture & Maintenance Charge	7 Fixtures	\$41.72
Lighting Pole / Wire	7 Poles	\$81.69
Lighting Fuel Charge	308 kWh @ \$0.02916/kWh	\$8.98
Florida Gross Receipt Tax		\$0.48
<b>Lighting Charges</b>		<b>\$142.80</b>
<b>Current Month's Electric Charges</b>		<b>\$142.80</b>

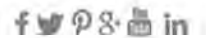
00000035-0000390-Page 13 of 24





## ACCOUNT STATEMENT

tampaelectric.com



Account: 211014562022  
Statement Date: 03/31/17

### Details of Charges – Service from 02/22/17 to 03/22/17

Service for: NORTHWOOD, UNIT 6A, WESLEY CHAPEL, FL 33543-0000

Rate Schedule: Lighting Service

#### Lighting Service Items LS-1 (Bright Choices) for 29 days

Lighting Energy Charge	264 kWh @ \$0.03224/kWh	\$8.51
Fixture & Maintenance Charge	6 Fixtures	\$35.76
Lighting Pole / Wire	6 Poles	\$70.02
Lighting Fuel Charge	264 kWh @ \$0.02916/kWh	\$7.70
Florida Gross Receipt Tax		\$0.42
<b>Lighting Charges</b>		<b>\$122.41</b>

**Current Month's Electric Charges** **\$122.41**

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**Account:** 211014562246

**Statement Date:** 03/31/17



**Details of Charges – Service from 02/22/17 to 03/22/17**

Service for: NORTHWOOD, UNIT 2A, WESLEY CHAPEL, FL 33544-0000

**Rate Schedule: Lighting Service**

**Lighting Service Items LS-1 (Bright Choices) for 29 days**

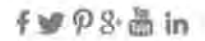
Lighting Energy Charge	264 kWh @ \$0.03224/kWh	\$8.51
Fixture & Maintenance Charge	6 Fixtures	\$35.76
Lighting Pole / Wire	6 Poles	\$70.02
Lighting Fuel Charge	264 kWh @ \$0.02916/kWh	\$7.70
Florida Gross Receipt Tax		\$0.42
<b>Lighting Charges</b>		<b>\$122.41</b>
<b>Current Month's Electric Charges</b>		<b>\$122.41</b>

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## ACCOUNT STATEMENT

tampaelectric.com



Account: 211014562451

Statement Date: 03/31/17

### Details of Charges – Service from 02/22/17 to 03/22/17

Service for: NORTHWOOD, UNIT 2B, TAMPA, FL 33602-0000

Rate Schedule: Lighting Service

#### Lighting Service Items LS-1 (Bright Choices) for 29 days

Lighting Energy Charge	352 kWh @ \$0.03224/kWh	\$11.35
Fixture & Maintenance Charge	8 Fixtures	\$47.68
Lighting Pole / Wire	8 Poles	\$93.36
Lighting Fuel Charge	352 kWh @ \$0.02916/kWh	\$10.26
Florida Gross Receipt Tax		\$0.55
<b>Lighting Charges</b>		<b>\$163.20</b>

**Current Month's Electric Charges**

**\$163.20**

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**Account:** 211014562758  
**Statement Date:** 03/31/17

**Details of Charges – Service from 02/22/17 to 03/22/17**

Service for: NORTHWOOD, UNIT 3A, WESLEY CHAPEL, FL 33544-0000

**Rate Schedule: Lighting Service**

**Lighting Service Items LS-1 (Bright Choices) for 29 days**

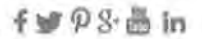
Lighting Energy Charge	396 kWh @ \$0.03224/kWh	\$12.77
Fixture & Maintenance Charge	9 Fixtures	\$53.64
Lighting Pole / Wire	9 Poles	\$105.03
Lighting Fuel Charge	.396 kWh @ \$0.02916/kWh	\$11.55
Florida Gross Receipt Tax		\$0.62
<b>Lighting Charges</b>		<b>\$183.61</b>
<b>Current Month's Electric Charges</b>		<b>\$183.61</b>

00000035-0000392-Page 17 of 24



## ACCOUNT STATEMENT

tampaelectric.com



Account: 211014563079  
Statement Date: 03/31/17

### Details of Charges – Service from 02/22/17 to 03/22/17

Service for: NORTHWOODS, UNIT 4A-2, WESLEY CHAPEL, FL 33544-0000

Rate Schedule: Lighting Service

#### Lighting Service Items LS-1 (Bright Choices) for 29 days

Lighting Energy Charge	264 kWh @ \$0.03224/kWh	\$8.51
Fixture & Maintenance Charge	6 Fixtures	\$35.76
Lighting Pole / Wire	6 Poles	\$70.02
Lighting Fuel Charge	264 kWh @ \$0.02916/kWh	\$7.70
Florida Gross Receipt Tax		\$0.42
<b>Lighting Charges</b>		<b>\$122.41</b>

**Current Month's Electric Charges**

**\$122.41**

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**Account:** 211014563327  
**Statement Date:** 03/31/17



**Details of Charges – Service from 02/22/17 to 03/22/17**

Service for: NORTHWOOD 3B, TAMPA, FL 33602-0000

**Rate Schedule: Lighting Service**

**Lighting Service Items LS-1 (Bright Choices) for 29 days**

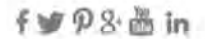
Lighting Energy Charge	528 kWh @ \$0.03224/kWh	\$17.02
Fixture & Maintenance Charge	12 Fixtures	\$71.52
Lighting Pole / Wire	12 Poles	\$140.04
Lighting Fuel Charge	528 kWh @ \$0.02916/kWh	\$15.40
Florida Gross Receipt Tax		\$0.83
<b>Lighting Charges</b>		<b>\$244.81</b>
<b>Current Month's Electric Charges</b>		<b>\$244.81</b>

00000035-0000393-Page 19 of 24



# ACCOUNT STATEMENT

tampaelectric.com



Account: 211014563533

Statement Date: 03/31/17

## Details of Charges – Service from 02/22/17 to 03/22/17

Service for: NORTHWOOD, UNIT 7, WESLEY CHAPEL, FL 33544-0000

Rate Schedule: Lighting Service

### Lighting Service Items LS-1 (Bright Choices) for 29 days

Lighting Energy Charge	572 kWh @ \$0.03224/kWh	\$18.44
Fixture & Maintenance Charge	13 Fixtures	\$77.48
Lighting Pole / Wire	13 Poles	\$151.71
Lighting Fuel Charge	572 kWh @ \$0.02916/kWh	\$16.68
Florida Gross Receipt Tax		\$0.90
<b>Lighting Charges</b>		<b>\$265.21</b>
<b>Current Month's Electric Charges</b>		<b>\$265.21</b>

00000035-0000385-Page 20 of 24



**Account:** 211014563988  
**Statement Date:** 03/31/17

**Details of Charges – Service from 02/22/17 to 03/22/17**

Service for: NORTHWOOD, UNIT 4B, TAMPA, FL 33602-0000

**Rate Schedule: Lighting Service**

**Lighting Service Items LS-1 (Bright Choices) for 29 days**

Lighting Energy Charge	440 kWh @ \$0.03224/kWh	\$14.19
Fixture & Maintenance Charge	10 Fixtures	\$59.60
Lighting Pole / Wire	10 Poles	\$116.70
Lighting Fuel Charge	440 kWh @ \$0.02916/kWh	\$12.83
Florida Gross Receipt Tax		\$0.69
<b>Lighting Charges</b>		<b>\$204.01</b>
<b>Current Month's Electric Charges</b>		<b>\$204.01</b>

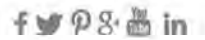
0000035-0000394-Page 21 of 24





## ACCOUNT STATEMENT

tampaelectric.com



Account: 211014564267

Statement Date: 03/31/17

### Details of Charges – Service from 02/22/17 to 03/22/17

Service for: NORTHWOOD, UNIT 5, WESLEY CHAPEL, FL 33544-0000

Rate Schedule: Lighting Service

#### Lighting Service Items LS-1 (Bright Choices) for 29 days

Lighting Energy Charge	352 kWh @ \$0.03224/kWh	\$11.35
Fixture & Maintenance Charge	8 Fixtures	\$47.68
Lighting Pole / Wire	8 Poles	\$93.36
Lighting Fuel Charge	352 kWh @ \$0.02916/kWh	\$10.26
Florida Gross Receipt Tax		\$0.55
<b>Lighting Charges</b>		<b>\$163.20</b>

#### Current Month's Electric Charges

**\$163.20**

#### Total Current Month's Charges

**\$2,946.21**

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WASTE CONNECTIONS OF FLORIDA  
PASCO HAULING  
6800 OSTEEN ROAD  
NEW PORT RICHEY FL 34653

Page 1 of 1

# INVOICE

For invoice inquiries, call: 727-847-9100  
Customer No.: 0048-031158

SERVICE DATE	CODE	DESCRIPTION	REFERENCE	QUANTITY	AMOUNT
03/25/17	(0001) 11 0.45YD	Northwood CDD NORTHWOOD PALMS BLVD WESLEY CHAPEL, FL Basic Service Charge 4/1/2017-4/30/2017 Site Total		1.00	5409.50    5409.50
<b>Account</b>		<b>Invoice Date</b> 3/25/2017	<b>Invoice #</b> 0003500863	<b>Reference</b>	<b>Total This Invoice</b> \$5,409.50
<b>Status</b>		<b>Current</b> \$5,409.50	<b>31 - 60 Days</b> \$0.00	<b>61 - 90 Days</b> \$0.00	<b>Over 90 Days</b> \$0.00
					<b>Total Account Balance</b> \$5,409.50

Remarks:

APR 03 2017

\*\*\*\* To avoid late fees, payment must be posted to your account within 30 days of your invoice date. \*\*\*\*

Bank returned checks will be electronically re-presented to your bank and you may be responsible for a resulting processing fee.

PLEASE RETURN THIS PORTION WITH PAYMENT. DO NOT ATTACH CHECK TO STUB.



WASTE CONNECTIONS OF FLORIDA  
PASCO HAULING  
6800 OSTEEN ROAD  
NEW PORT RICHEY FL 34653

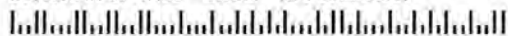
APR 03 2017

ADDRESS SERVICE REQUESTED

To ensure proper credit, please  
include customer number on check.

\*\*\* DUE UPON RECEIPT \*\*\*

0019676 01 SP 0.460 \*\*SNGLP T2 0 0311 33607-



Northwood CDD c/o District Management Se  
2005 PAN AM CIR SUITE #120  
Tampa ,FL 33607-2529

Did you know that you can pay your invoice online?  
Please visit [www.progressivewaste.com/payments](http://www.progressivewaste.com/payments)  
and click on Florida Residents.

INVOICE DATE	PAY THIS AMOUNT	CUSTOMER #
3/25/2017	\$5,409.50	0048-031158
INVOICE NO.	AMOUNT PAID	CHECK NUMBER
0003500863		



WASTE CONNECTIONS OF FLORIDA  
PO BOX 5278  
CAROL STREAM IL 60197-5278

APR 03 2017  
PAY DATE

0048003115800009000054095000005409500003500863

**Northwood CDD**

MEETING DATE: April 10, 2017

DMS Staff Signature [Signature]

**\*Process as payroll**

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Mimieaux Kilpatrick	<input checked="" type="checkbox"/>	Salary Accepted	\$200
Brian Quigley	<input checked="" type="checkbox"/>	Salary Accepted	\$200
Andy Mendenhall	<input checked="" type="checkbox"/>	Salary Accepted	\$200
Karen Uhlig	<input checked="" type="checkbox"/>	Salary Accepted	\$200

**\*Process through Meritus**

Barbara Cruz	<input checked="" type="checkbox"/>	Salary Accepted	\$200
--------------	-------------------------------------	-----------------	-------

Am 04/10/17

Approved 4/28/2017 by dpatel

## Northwood CDD District Check Request Form

Apr-17

Today's Date 4/20/2017

District Name Northwood CDD

Check Amount \$ 62.96

Payable to Florida Department of Revenue (Sales Tax)

Mailing Address 5050 W. Tennessee St.  
Tallahassee, FL 32399

Check Description Sales Tax Liability - April

Special Instructions Give check to Divya Patel to mail with return.

(Please attach all support documentation: i.e., invoices, training class applications, etc.)



\_\_\_\_\_  
Approved Signature

Fund	<u>001</u>
G/L	<u>36900-0017</u>

Approved 4/28/2017 by dpatel

Himes Electrical Service, Inc.

P.O. Box 516  
Lutz, Florida 33548

# Invoice

Date	Invoice
12/21/2016	18808

Bill To
Northwood Community CDD Meritus Associations 2005 Pan Am Circle, Ste 120 Tampa, FL 33607

Ship To

Work Order	Purchase Order	Terms	Due Date	Rep
8821		Net 30	1/20/2017	JCU

Quantity	Description	Rate	Amount
1	Service Call 12/19, 12/20	45.00	45.00
3.5	Electrician	75.00	262.50
1	Materials - HOM120 GFCI breaker	61.63	61.63
	Installed fixture, supplied by customer, at entrance. Replaced breaker for fountain lights on west side. Checked power at receptacle at entrance. - all okay.  All work is complete.		

Thank you for your business.

**Total** \$369.13

**Payments/Credits** \$0.00

**Balance Due** \$369.13

Phone #	Fax #
813-909-1927	813-909-9776

Approved 4/28/2017 by dpatel

54100 53900  
4310 4614

Himes Electrical Service, Inc.

P.O. Box 516  
Lutz, Florida 33548

# Invoice

Date	Invoice
1/25/2017	18760

<b>Bill To</b>
Northwood Community CDD Meritus Associations 2005 Pan Am Circle, Ste 120 Tampa, FL 33607

<b>Ship To</b>

Work Order	Purchase Order	Terms	Due Date	Rep
8867		Net 30	2/24/2017	JCU

Quantity	Description	Rate	Amount
1	Service Call 1/23	45.00	45.00
1	Electrician	75.00	75.00
	Breaker for East fountain keeps tripping. Took panel apart and repaired and cleaned up wires.  All work is complete.		

Thank you for your business.

**Total** \$120.00

**Payments/Credits** \$0.00

**Balance Due** \$120.00

Phone #	Fax #
813-909-1927	813-909-9776

Approved 4/28/2017 by dpate1

53900  
4614

Himes Electrical Service, Inc.

P.O. Box 516  
Lutz, Florida 33548

# Invoice

Date	Invoice
2/9/2017	18772

<b>Bill To</b>
Northwood Community CDD Meritus Associations 2005 Pan Am Circle, Ste 120 Tampa, FL 33607

<b>Ship To</b>

Work Order	Purchase Order	Terms	Due Date	Rep
8897		Net 30	3/11/2017	JCU

Quantity	Description	Rate	Amount
1	Service Call 2/8	45.00	45.00
1.25	Electrician	75.00	93.75
2	Materials - time clock	93.43	186.86
<p>Troubleshoot time clock on West fountain. Found and replaced (2) time clocks.</p> <p>Troubleshoot East fountain tripping breaker. Did not find problem with breaker. Problem is with fountain pump or relays.</p> <p>All work is complete.</p>			
Thank you for your business.		<b>Total</b>	\$325.61
		<b>Payments/Credits</b>	\$0.00
		<b>Balance Due</b>	\$325.61

Phone #	Fax #
813-909-1927	813-909-9776

53900  
4614

Approved 4/28/2017 by dpate1

Himes Electrical Service, Inc.

P.O. Box 516  
Lutz, Florida 33548

# Invoice

Date	Invoice
2/16/2017	18889

<b>Bill To</b>
Northwood Community CDD Meritus Associations 2005 Pan Am Circle, Ste 120 Tampa, FL 33607

<b>Ship To</b>

Work Order	Purchase Order	Terms	Due Date	Rep
8908		Net 30	3/18/2017	JCU

Quantity	Description	Rate	Amount
1	Service Call 2/15	45.00	45.00
1	Electrician	75.00	75.00
1	Materials - security light	48.10	48.10
2	Materials - LED flood lamp	15.22	30.44
1	Materials - photo cell	21.35	21.35
	Installed security light on clubhouse.		
	All work is complete.		
Thank you for your business.		<b>Total</b>	\$219.89
		<b>Payments/Credits</b>	\$0.00
		<b>Balance Due</b>	\$219.89

Phone #	Fax #
813-909-1927	813-909-9776

Approved 4/28/2017 by dpate1

53900  
46014



Himes Electrical Service, Inc.

P.O. Box 516  
Lutz, Florida 33548

# Invoice

Date	Invoice
2/24/2017	18908

<b>Bill To</b>
Northwood Community CDD Meritus Associations 2005 Pan Am Circle, Ste 120 Tampa, FL 33607

<b>Ship To</b>

Work Order	Purchase Order	Terms	Due Date	Rep
8924		Net 30	3/26/2017	JCU

Quantity	Description	Rate	Amount
1	Service Call 2/27	45.00	45.00
3	Electrician	75.00	225.00
	Installed (12) landscape light fixtures, supplied by customer, at the front entrance.		
	All work is complete.		

Thank you for your business.

**Total** \$270.00

**Payments/Credits** \$0.00

**Balance Due** \$270.00

Phone #	Fax #
813-909-1927	813-909-9776

Approved 4/28/2017 by dpate1

53900  
4614

# Invoice 13526

Invoice Date 04/10/17

## LAKE FOUNTAINS & AERATION, INC.

1305 Central Park Drive  
Sanford, FL 32771 USA

Telephone: 407/324-1515

### Bill To:

NORTHWOOD CDD  
5680 W. Cypress Street  
Suite A  
Tampa, FL 33607

### Ship To:

NORTHWOOD CDD  
5680 W. Cypress Street  
Suite A  
Tampa, FL 33607

Customer	Ship Via	F.O.B.		Terms		
512233	OUR TRUCK	SANFORD, FL		Net 10 Days		
Purchase Order Number			Salesperson	Order Date	Our Order Number	
			WS	04/10/17	30338	
Quantity Ordered	Quantity Shipped	Item Number	Unit of Measure	Unit Price		Extended Price
	Back Ordered	Item Description (Customer Part No.)		Discount %	Tax	
1	1	2261108020	EA	1495.00		1046.50
	0	5HP, 230V, 1PH 6" SANDFIGHTER MOTOR			30.000 N	
1	1	HOM120GFI	EA	80.00		56.00
	0	HOM 120 GFI SQUARE D CIRCUIT BREAKER			30.000 N	
2	2	82A2	EA	75.00		105.00
	0	3M EPOXY SPLICE KIT			30.000 N	
200	200	8-4	FT	4.95		693.00
	0	8-4 SEOWA PUMP CABLE			30.000 N	
7.00	7.00	LABOR	HR	90.00		441.00
	0.00	MAN HOURS LABOR			30.000 N	
FOUNTAIN HAS A DEFECTIVE MOTOR. WE WILL HAVE TO EVALUATE THE PUMP ONCE IT IS ONSHORE						
Net due on 04/20/17						
Nontaxable Subtotal						2341.50
Taxable Subtotal						0.00
Tax						0.00
Total Invoice						2341.50

Approved 4/28/2017 by dpate1



PO Box 267  
Seffner, FL 33583

813-757-6500  
813-757-6501

## Invoice

Date	Invoice #
3/29/2017	119772

Bill To:
Northwood CDD c/o Meritus 2005 Pan Am Cir. Suite 120 Tampa, FL 33607

Property Information

Estimate #
37535

Work Order #

PO / PA #

Description	Qty	Rate	Amount
<p>Proposal to add seasonal color to all entrance signs. In this rotation we will be adding Begonia whopper red w / green leaf - Dusty millers and Salvia splendens vista purple.</p> <p>Annuals</p>	5,083	1.45	7,370.35
Northwood CDD		Total	\$7,370.35
<p>Questions regarding this invoice? Please e-mail arpayments@lmppro.com or call 813-757-6500 and ask for Accounts Receivable.</p>	Terms	Due Date	Payments/Credits
	Net 30	4/28/2017	Balance Due \$7,370.35

Approved 4/28/2017 by dpate1



PO Box 267  
Seffner, FL 33583

813-757-6500  
813-757-6501

# Invoice

Date	Invoice #
4/20/2017	120213

<b>Bill To:</b>
Northwood CDD c/o Meritus 2005 Pan Am Cir. Suite 120 Tampa, FL 33607

<b>Property Information</b>

<b>Estimate #</b>
36999

<b>Work Order #</b>

<b>PO / PA #</b>

Description	Qty	Rate	Amount
Clubhouse			
Remove sod from both sides to create beds at door to clubhouse	1	75.00	75.00
1 gal Lariope Big Blue	35	4.37	152.95
1 gal Flax Lillies	35	6.87	240.45
3 yards Mini Nuggets	3	40.00	120.00
Northwood CDD		Total	\$588.40
Questions regarding this invoice? Please e-mail arpayments@lmppro.com or call 813-757-6500 and ask for Accounts Receivable.	Terms	Due Date	Payments/Credits
	Net 30	5/20/2017	Balance Due \$588.40

Approved 4/28/2017 by dpate1

**Tampa Bay Times**  
tampabay.com

M-F 8:00 - 5:00

Advertising Run Dates	Advertiser/Client Name
04/15/17 - 04/15/17	NORTHWOOD COMMUNITY DEV. DISTRICT
Billing Date	Customer Account
04/17/17	117533
Total Amount Due	Ad Number
\$98.00	458995

Start	Stop	Ad Number	Class	Description PO Number	Insertions	Size	Net Amount
04/15/17	04/15/17	458995	405	Special Meeting	2	14.11IN	98.00

**Tampa Bay Times**  
tampabay.com

Advertising Run Dates		Advertiser/Client Name
04/15/17 - 04/15/17	NORTHWOOD COMMUNITY DEV. DISTRICT	
Billing Date	Sales Rep	Customer Account
04/17/17	Jean Mitotes	117533
Total Amount Due	Customer Type	Ad Number
\$98.00	AO	458995

NORTHWOOD COMMUNITY DEV. DISTRICT  
ATTN: MERTIUS DISTRICTS -AP  
2005 PAN AM CIRCLE STE 120  
TAMPA, FL 33607

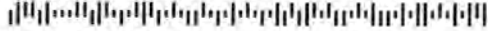
74


Truly Nolen Branch 059  
4842 N. Florida Ave., 2nd Floor  
Tampa, FL 33603-2157  
813-232-3237

Address Service Requested

☐ Check here for change of address OR paying by credit card (see reverse for details).

277A001996 PRESORT 1996 1 AB 0.400 F1CB <B>



 NORTHWOOD CDD  
2005 PAN AM CIR STE 120  
TAMPA FL 33607-2529

Customer Number:	059-59019323
Invoice Date:	04/12/2017
Invoice Due Date:	04/28/2017
Total Due:	\$79.18

Amount Enclosed:

\$

Office Use Only	Amount	Total Due
Inv# 590122341	79.18	\$79.18

Truly Nolen Branch 059  
4842 N. Florida Ave., 2nd Floor  
Tampa, FL 33603-2157



APR 17 2017

00800590193230005901223410000000000000000000000000000007918

Keep lower portion for your records - Please return upper portion with your payment



**Truly Nolen of America, Inc.**  
*Truly Nolen Branch 059*  
 4842 N. Florida Ave., 2nd  
 Floor  
 Tampa, FL 33603-2157  
 813-232-3237

Customer:  
Customer Number:  
Invoice Date:  
Invoice Due Date:

Northwood CDD  
059-59019323  
04/12/2017  
04/28/2017

Service Address:

Total Due:

27248 Big Sur Dr  
Wesley Chapel FL  
33544-6656  
\$79.18

*Please disregard this invoice if you already paid the items below.*

## Important Messages

# Termites are swarming

Termites cause an estimated \$5 billion in property damage each year, according to the National Pest Management Association. Are you **TRULY** protected?

SCHEDULE YOUR  
COMPLIMENTARY INSPECTION

TRULYNOLN.COM • 813-232-3237

Service for Northwood CDD	Current Charge	Tax	Total Due
Pest Bi Monthly Commercial 03/14/2017 Inv# 590122341	74.00	5.18	79.18
APR 17 2017			

**PLEASE PAY THIS AMOUNT**

\$79.18

Current	1-30 Days	31-60 Days	61-90 Days	Over 90 Days
79.18	79.18	0.00	0.00	0.00

If you have questions regarding your bill or service, please give us a call at 813-232-3237 and we will be happy to assist you.

Approved 4/25/2017 by dpatel

# Northwood Community Development District

Financial Statements  
(Unaudited)

Period Ending  
March 31, 2017



Meritus Districts  
2005 Pan Am Cir ~ Suite 120 ~ Tampa, FL 33607  
Phone (813) 873-7300 ~ Fax (813) 873-7070

Meritus Corp  
Northwood CDD

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE MONTH ENDED March 31, 2017**

---

1. Income line 1002 Operations & Maintenance Tax Roll: Anticipated receipt of the remainder due by 09/30/17.
2. Expense line 4501 Public Officials Insurance: Insurance expense of \$ \$2950.36 incurred for FY17, do not expect to see further expenses. Budget Line requires review/adjustment with Board for the current year and future years.
3. Expense line 4902 Dues, Licenses & Fees: Expense higher than budget. Budget Line requires review/adjustment with Board for the current year and future years.
4. Expense line 5101 Office Supplies: Expense higher than budget. Budget Line requires review/adjustment with Board for the current year and future years.
5. Expense line 4614 Landscape Maintenance - Other: Includes expense for plant replacement tree removal, and sod installation. Budget needs to be reviewed for current and future years.
6. Expense line 4614 Miscellaneous Repairs and Maintenance: Includes fountain repairs expense from December to February. Budget Line requires review/adjustment with Board for the current year and future years.
7. Expense line 4612 Pavement/Signage/Wall Repairs: Over budget; Budget Line requires review/adjustment with Board for the current year and future years.

These notes are to be read in conjunction with the attached compilation report.



# Northwood Community Development District

## Balance Sheet

As of 3/31/2017  
(In Whole Numbers)

	General Fund	Debt Service Fund	General Fixed Assets Account Group	General Long-Term Debt Account Group	Total
Assets					
Cash-Operating Account	407,651	0	0	0	407,651
Cash-Suntrust Credit Card	0	0	0	0	0
Cash-Home Depot Credit Card	0	0	0	0	0
Cash - Construction Account	0	0	0	0	0
Cash on Hand	0	0	0	0	0
Accounts Receivable-Other	0	0	0	0	0
Assessments Receivable - Tax Roll	0	0	0	0	0
Due From General Fund	0	0	0	0	0
Due From Debt Service Fund	0	0	0	0	0
Due From Capital Projects Fund	0	0	0	0	0
Interest Receivable	0	0	0	0	0
Other Receivables	0	0	0	0	0
Investments - SBA	245,633	0	0	0	245,633
Investments - Reserve Account - A	0	0	0	0	0
Investments - COI	0	0	0	0	0
Investments - Construction Account	0	0	0	0	0
Investments - Prepayment Account - A	0	0	0	0	0
Investments - Revenue Account	0	0	0	0	0
Investments - Revenue Account 2008	0	438,564	0	0	438,564
Investments - Interest Account 2008	0	0	0	0	0
Investments - Reserve Account - A	0	1	0	0	1
Investments - Escrow Deposit	0	0	0	0	0
Investments - Sinking Fund 2008	0	0	0	0	0
Sinking Fund - Net Inc (Dec) In Fair Value	0	0	0	0	0
Prepaid Items - Misc	0	0	0	0	0
Prepaid Auto Insurance	0	0	0	0	0
Prepaid Property Ins	0	0	0	0	0
Prepaid Insurance-Gen Liab	0	0	0	0	0
Prepaid Insurance-Professional Liability	0	0	0	0	0
Prepaid Trustee Fees	0	0	0	0	0
Deposits - Misc	0	0	0	0	0
Deposits - Electric	1,900	0	0	0	1,900
Buildings	0	0	341,662	0	341,662
Improvements Other Than Buildings	0	0	7,679,714	0	7,679,714
Furniture, Fixtures & Equipment	0	0	59,796	0	59,796

# Northwood Community Development District

## Balance Sheet

As of 3/31/2017  
(In Whole Numbers)

	General Fund	Debt Service Fund	General Fixed Assets Account Group	General Long-Term Debt Account Group	Total
Cost of Issuance	0	0	204,770	0	204,770
Construction Work In Progress	0	0	97,851	0	97,851
Amount Available-Debt Service	0	0	0	438,518	438,518
Amount To Be Provided-Debt Service	0	0	0	(158,518)	(158,518)
Total Assets	655,184	438,565	8,383,792	280,000	9,757,541
Liabilities					
Accounts Payable	9,757	0	0	0	9,757
Accounts Payable - Other	0	0	0	0	0
Suntrust Credit Card Payable	11	0	0	0	11
Retainage Payable	0	0	0	0	0
Due To General Fund	0	0	0	0	0
Due To Debt Service Fund	0	0	0	0	0
Deferred Revenue	0	0	0	0	0
Accrued Interest Payable	0	0	0	0	0
Accrued Expenses Payable	0	0	0	0	0
Sales Tax Payable	0	0	0	0	0
Refundable Deposits	0	0	0	0	0
Due to Developer	0	0	0	0	0
Revenue Bonds Payable-Long-Term	0	0	0	0	0
2008 Refunding Bonds Payable	0	0	0	280,000	280,000
Total Liabilities	9,768	0	0	280,000	289,768
Fund Equity & Other Credits Contributed Capital					
Fund Balance-All Other Reserves	82,500	(2,673,783)	0	0	(2,591,283)
Fund Balance-Unreserved	309,932	2,832,468	0	0	3,142,400
Investment In General Fixed Assets	0	0	8,383,792	0	8,383,792
Other	252,985	279,880	0	0	532,865
Total Fund Equity & Other Credits Contributed Capital	645,417	438,565	8,383,792	0	9,467,773
Total Liabilities & Fund Equity	655,184	438,565	8,383,792	280,000	9,757,541

# Northwood Community Development District

## Statement of Revenues and Expenditures

### General Fund - 001

From 10/1/2016 Through 3/31/2017

(In Whole Numbers)

	Annual Budget	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Special Assessments - Service Charges				
Operations & Maintenance Assmts-Tax Roll	598,673	551,066	(47,606)	(8)%
Brought Forward				
Miscellaneous	50,950	0	(50,950)	(100)%
Interest Earnings				
Interest Earnings	750	430	(320)	(43)%
Other Miscellaneous Revenues				
Miscellaneous	300	20	(280)	(93)%
Clubhouse Rentals	2,500	600	(1,900)	(76)%
Total Revenues	653,173	552,117	(101,056)	(15)%
Expenditures				
Legislative				
Supervisor Fees	15,000	7,600	7,400	49 %
Financial & Administrative				
District Manager	57,500	28,750	28,750	50 %
District Engineer	5,000	1,669	3,331	67 %
Dissemination Agent	1,000	0	1,000	100 %
Trustees Fees	4,000	1,446	2,554	64 %
Auditing Services	5,000	1,900	3,100	62 %
Postage, Phone, Faxes, Copies	1,000	755	245	24 %
Public Officials Insurance	1,800	2,950	(1,150)	(64)%
Legal Advertising	800	380	420	53 %
Bank Fees	600	292	308	51 %
Dues, Licenses & Fees	600	767	(167)	(28)%
Office Supplies	200	321	(121)	(60)%
Legal Counsel				
District Counsel	10,000	3,796	6,204	62 %
Electric Utility Services				
Electric Utility Services	60,000	26,752	33,248	55 %
Garbage/Solid Waste Control Services				
Garbage Collection	58,500	32,457	26,043	45 %
Water-Sewer Combination Services				
Water Utility Services	7,000	2,000	5,000	71 %
Other Physical Environment				
Field Staff	80,000	27,169	52,831	66 %
Property & Casualty Insurance	10,000	6,093	3,907	39 %
Landscape Maintenance - Contract	104,185	38,366	65,819	63 %
Landscape Maintenance - Other	10,000	22,881	(12,881)	(129)%
Lake Repairs & Maintenance	16,500	7,350	9,150	55 %
Plant Replacement Program	10,000	9,247	753	8 %
Irrigation Maintenance	5,000	2,069	2,931	59 %
Miscellaneous Repairs & Maintenance	0	1,305	(1,305)	0 %

# Northwood Community Development District

## Statement of Revenues and Expenditures

### General Fund - 001

From 10/1/2016 Through 3/31/2017

(In Whole Numbers)

	Annual Budget	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Asset Repairs & Maintenance	4,631	4,420	211	5 %
Landscape Maintenance-Consultants	4,500	780	3,720	83 %
Road & Street Facilities				
Decorative Light Maintenance	4,000	872	3,128	78 %
Pavement/Signage/Wall Repairs	25,000	43,000	(18,000)	(72)%
Parks & Recreation				
Security Patrol	31,417	9,800	21,617	69 %
Pool Repairs & Maintenance	18,000	6,010	11,990	67 %
Cabana Maintenance	1,800	0	1,800	100 %
Clubhouse Supplies	5,000	2,694	2,306	46 %
Clubhouse Maintenance	3,200	2,268	932	29 %
Clubhouse Furniture & Equipment	2,000	0	2,000	100 %
Park Facility Maintenance	4,000	75	3,925	98 %
Clubhouse Gate	1,500	397	1,103	74 %
Special Events	5,000	820	4,180	84 %
Security System	3,000	251	2,749	92 %
Facility Telephone and Internet Service	5,500	1,432	4,068	74 %
Pool Furniture	5,000	0	5,000	100 %
Other Expenses				
Community Enhancement Projects	37,431	0	37,431	100 %
Reserves				
Undesignated Reserves	28,509	0	28,509	100 %
Total Expenditures	653,173	299,132	354,041	54 %
Subtotal: Rev Over / (Under) Exp	0	252,985	252,985	0 %
Subtotal (OFS): Rev Over / (Under) Exp	0	0	0	0 %
Total: Revenues Over / Under Expenditures	0	252,985	252,985	0 %

# Northwood Community Development District

## Statement of Revenues and Expenditures

### Debt Service Fund - 200

From 10/1/2016 Through 3/31/2017

(In Whole Numbers)

	Annual Budget	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Special Assessments - Capital Improvements				
Debt Service Assmts-Tax Roll	290,700	285,396	(5,304)	(2)%
Interest Earnings				
Interest Earnings	0	83	83	0 %
Total Revenues	<u>290,700</u>	<u>285,480</u>	<u>(5,220)</u>	<u>(2)%</u>
Subtotal: Rev Over / (Under) Exp	290,700	285,480	(5,220)	(2)%
Exp - Other Financing Sources				
Debt Service Payments				
Interest Payments	5,700	5,600	100	2 %
Principal Payments	285,000	0	285,000	100 %
Total Exp - Other Financing Sources	<u>290,700</u>	<u>5,600</u>	<u>285,100</u>	<u>98 %</u>
Subtotal (OFS): Rev Over / (Under) Exp	<u>(290,700)</u>	<u>(5,600)</u>	<u>285,100</u>	<u>(98)%</u>
Total: Revenues Over / Under Expenditures	<u><u>0</u></u>	<u><u>279,880</u></u>	<u><u>279,880</u></u>	<u><u>0 %</u></u>

Northwood Community Development District  
Reconcile Cash Accounts

Summary

Cash Account: 10101 Cash-Operating Account  
Reconciliation ID: 03/31/17  
Reconciliation Date: 3/31/2017  
Status: Locked

Bank Balance	419,404.21
Less Outstanding Checks/Vouchers	11,753.20
Plus Deposits in Transit	0.00
Plus or Minus Other Cash Items	0.00
Plus or Minus Suspense Items	<u>0.00</u>
Reconciled Bank Balance	407,651.01
Balance Per Books	<u>407,651.01</u>
Unreconciled Difference	<u><u>0.00</u></u>

Click the Next Page toolbar button to view details.

**Northwood Community Development District**  
**Reconcile Cash Accounts**

**Detail**

**Cash Account: 10101 Cash-Operating Account**

**Reconciliation ID: 03/31/17**

**Reconciliation Date: 3/31/2017**

**Status: Locked**

**Outstanding Checks/Vouchers**

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
4298	8/17/2016	System Generated Check/Voucher	1,000.00	Prager & Co., LLC
4402	12/22/2016	System Generated Check/Voucher	200.00	Barbara Cruz
4403	12/22/2016	System Generated Check/Voucher	200.00	Elvis DaGama
4404	12/22/2016	System Generated Check/Voucher	200.00	Elvis DaGama
4445	2/9/2017	System Generated Check/Voucher	200.00	Barbara Cruz
4481	3/10/2017	System Generated Check/Voucher	400.00	Barbara Cruz
4482	3/10/2017	System Generated Check/Voucher	184.70	Elvis DaGama
4483	3/10/2017	System Generated Check/Voucher	184.70	Elvis DaGama
4484	3/10/2017	System Generated Check/Voucher	184.70	Burnis Kilpatrick
4485	3/10/2017	System Generated Check/Voucher	184.70	Burnis Kilpatrick
4486	3/10/2017	System Generated Check/Voucher	200.00	Burnis Kilpatrick
4487	3/10/2017	System Generated Check/Voucher	184.70	Burnis Kilpatrick
4488	3/10/2017	System Generated Check/Voucher	184.70	Burnis Kilpatrick
4489	3/10/2017	System Generated Check/Voucher	184.70	Burnis Kilpatrick
4498	3/17/2017	System Generated Check/Voucher	200.00	Barbara Cruz
4501	3/17/2017	System Generated Check/Voucher	390.00	OLM, Inc.
4506	3/23/2017	System Generated Check/Voucher	4,923.89	Meritus Districts
4507	3/31/2017	System Generated Check/Voucher	1,492.11	Northwood CDD
4508	3/31/2017	System Generated Check/Voucher	1,025.00	Straley & Robin, P.A.
4509	3/31/2017	System Generated Check/Voucher	29.30	Tampa Electric Company
Outstanding Checks/Vouchers			11,753.20	



APR 06 2017



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# Account Statement

NORTHWOOD COMMUNITY DEVELOPMENT DIST  
2005 PAN AM CIRCLE SUITE 120  
TAMPA FL 33607

Questions? Please call  
1-800-786-8787

Is it time to make a personal commitment to improve your financial health?  
Then it's time to take action.  
Join us at OnUp.com to learn how to move from financial stress to confidence.

Account Summary	Account Type	Account Number	Statement Period
	PUBLIC FUNDS NOW		03/01/2017 - 03/31/2017

Description	Amount	Description	Amount
Beginning Balance	\$468,457.76	Average Balance	\$436,666.23
Deposits/Credits	\$4,388.02	Average Collected Balance	\$436,666.23
Checks	\$46,997.77	Number of Days in Statement Period	31
Withdrawals/Debits	\$6,443.80	Annual Percentage Yield Earned	.04%
Ending Balance	\$419,404.21	Interest Paid Year to Date	\$58.25

Deposits/Credits	Date	Amount	Serial #	Description	Date	Amount	Serial #	Description
	03/23	4,373.19		DEPOSIT				
	03/31	14.83		INTEREST PAID THIS STATEMENT THRU 03/31				
Deposits/Credits: 2				Total Items Deposited: 1				

Checks	Check Number	Amount	Date Paid	Check Number	Amount	Date Paid	Check Number	Amount	Date Paid
	4458	200.00	03/01	4473	130.00	03/07	4493	450.75	03/20
	*4460	390.00	03/06	4474	9,514.70	03/16	4494	5,201.33	03/15
	*4462	5,409.50	03/02	4475	189.90	03/10	4495	200.00	03/27
	*4465	251.46	03/13	4476	1,440.00	03/17	4496	5,409.50	03/20
	4466	980.00	03/07	4477	800.00	03/13	4497	200.00	03/27
	4467	100.00	03/15	4478	30.52	03/09	*4499	200.00	03/23
	4468	227.07	03/08	4479	1,225.00	03/21	4500	200.00	03/31
	4469	6,153.82	03/06	4480	200.00	03/20	*4502	2.29	03/27
	4470	4,879.86	03/02	*4490	750.00	03/17	4503	200.00	03/27
	4471	130.00	03/06	4491	200.00	03/21	4504	980.00	03/31
	4472	325.00	03/07	4492	200.00	03/27	4505	227.07	03/29

Checks: 33  
\* Indicates break in check number sequence. Check may have been processed electronically and listed as an Electronic/ACH transaction.

Withdrawals/Debits	Date Paid	Amount	Serial #	Description
	03/01	11.43		CHECK CARD PURCHASE TR DATE 02/28 TARGET 00013821 WESLEY CHAPEL FL
	03/03	100.00		CHECK CARD PURCHASE TR DATE 03/02 FIELDS CONSULTING GROU NEW PT RICHEY FL
	03/03	2,049.46		ELECTRONIC/ACH DEBIT DECISIONHR IX PAYROLL 562300000000003
	03/08	90.91		CHECK CARD PURCHASE TR DATE 03/07 SHERWIN WILLIAMS 70240 TAMPA FL
	03/17	2,039.22		ELECTRONIC/ACH DEBIT DECISIONHR IX PAYROLL 562300000000004
	03/20	49.06		ACCOUNT ANALYSIS FEE



03/31/2017



# Account Statement

Withdrawals/ Debits	Date Paid	Amount	Serial #	Description
	03/21	10.69		ELECTRONIC/ACH DEBIT
	03/23	99.00		STB CREDIT CARD PAYMENT 448848110901072
	03/31	1,994.03		RECURRING CHECK CARD PURCHASE TR DATE 03/22 AMAZONPRIME MEMBERSHIP AMZN.COM/PRMEWA
				ELECTRONIC/ACH DEBIT
				DECISIONHR IX PAYROLL 562300000000004
Withdrawals/Debits: 9				

Balance Activity History	Date	Balance	Collected Balance	Date	Balance	Collected Balance
	03/01	468,246.33	468,246.33	03/15	440,807.50	440,807.50
	03/02	457,956.97	457,956.97	03/16	431,292.80	431,292.80
	03/03	455,807.51	455,807.51	03/17	427,063.58	427,063.58
	03/06	449,133.69	449,133.69	03/20	420,954.27	420,954.27
	03/07	447,698.69	447,698.69	03/21	419,518.58	419,518.58
	03/08	447,380.71	447,380.71	03/23	423,592.77	423,592.77
	03/09	447,350.19	447,350.19	03/27	422,790.48	422,790.48
	03/10	447,160.29	447,160.29	03/29	422,563.41	422,563.41
	03/13	446,108.83	446,108.83	03/31	419,404.21	419,404.21

The Ending Daily Balances provided do not reflect pending transactions or holds that may have been outstanding when your transactions posted that day. If your available balance wasn't sufficient when transactions posted, fees may have been assessed.

**Northwood Community Development District  
Reconcile Cash Accounts**

**Summary**

**Cash Account: 10102 Cash-Suntrust Credit Card**

**Reconciliation ID: 03/23/17**

**Reconciliation Date: 3/23/2017**

**Status: Locked**

Bank Balance	(10.69)
Less Outstanding Checks/Vouchers	0.00
Plus Deposits in Transit	0.00
Plus or Minus Other Cash Items	0.00
Plus or Minus Suspense Items	<u>0.00</u>
Reconciled Bank Balance	(10.69)
Balance Per Books	<u>(10.69)</u>
Unreconciled Difference	<u><u>0.00</u></u>

**Click the Next Page toolbar button to view details.**

**Your Business Credit Card Statement****BILLING CYCLE INFORMATION**

Previous Balance		\$10.69
Payments	-	\$10.69
Credits	-	\$0.00
Purchases & Other Charges	+	\$10.69
Cash Advances	+	\$0.00
<b>FINANCE CHARGES</b>	<b>+</b>	<b>\$0.00</b>
New Balance	=	\$10.69
Closing Date		03/23/2017

**ACCOUNT SUMMARY**

Account Number	XXXX XXXX XXXX 0723
Total Credit Limit	\$2,500.00
Available Credit	\$2,489.00
Available Cash	\$0.00
Amount Over Credit Limit	\$0.00
Amount Past Due	\$0.00
Days In Billing Cycle	28
<b>Minimum Payment Due</b>	<b>\$10.69</b>
<b>Payment Due Date</b>	<b>04/17/2017</b>

**Contact Information**Toll Free  
855-574-2423Outside U.S. (Call Collect)  
407-762-7102P.O. Box 4997  
Orlando, FL 32802-4997**TOTAL \*FINANCE CHARGE\* PAID IN 2016 \$0.00**

**IT IS NOT NECESSARY TO MAIL YOUR PAYMENT. A DEBIT TO YOUR CHECKING/SAVINGS ACCOUNT FOR \$10.69 WILL BE INITIATED ON 04/17/17, PER YOUR AGREEMENT WITH US.**

**TRANSACTIONS**

Trans Date	Post Date	Reference Number	Merchant Name or Transaction Description	Amount Credit	Amount Charge
03-02	03-03	24692161X00MA48ZE	HP *INSTANT INK 855-785-2777 CA		10.69
03-20	03-20	F4550002F00CHGDDA	AUTOMATIC PAYMENT - THANK YOU	10.69	

Finance Charge Detail	Average Daily Balance	Daily Periodic Rate (may vary)	FINANCE CHARGE	Corresponding ANNUAL PERCENTAGE RATE
Purchases	0.00	.02394%	0.00	8.74%
Cash Advances	0.00	.04585%	0.00	16.74%

**Combined Annual Percentage Rate for this Billing Cycle 16.74%****IMPORTANT NEWS**

The Service Members Civil Relief Act (SCRA) provides important financial and legal protections to service members - including caps on interest rates, stays on certain legal protection from eviction, and termination of leases without repercussions. Learn more at [www.militaryonesource.mil](http://www.militaryonesource.mil) (search for 'SCRA').

MAR 30 2017

See reverse for additional information.

▼PLEASE DETACH HERE AND RETURN BOTTOM PORTION WITH YOUR PAYMENT▼

## NOW-360 Action Item

<b>Date</b>	May
<b>District</b>	Northwood

#	Action Item Description	Responsible	Open Date	Status	
1	Wall Repair	TS	January	Closed	
2	Repair lighting for basketball and tennis courts.	JM	January	Closed	
3	Proposals for new monument at back entrance.	DH	January	Open	Signarama and Motts are sending proposals.
4	Work with HOA on new signs	DH	March	Closed	
5	Get proposal from Munyan for yearly maintenance package.	JM	March	Closed	
6	Contact County about white poles and can have something nicer, like big boulders.	JM	March	Closed	
7	List of TECO accounts to Barbara.	Divya	March	Closed	
8	Change name on TECO and all invoices. Make sure Cindy's name is taken off.	Divya	March	Closed	
9	Look at new bank to save on bank fees.	CH	February	Open	Accounting Manager has spoken to Jefferson Bank. Fees appear to be very close to the current charges. Looking into other banking sources.
10	New signs for ponds and parking lot.	JM	April	Open	Ordered
11	Plantings for ponds.	Debby	April	Open	Aquatic Systems are sending recommendations.
12	Send Munyan proposal over to District Counsel to review and draw up agreement.	Debby	April	Closed	
13	Get with Munyan on Sherwin Williams getting a design on paint colors and attending meeting to discuss.	Debby	April	Closed	Will try to have picture by Monday, May 1 if not by Wednesday so Board will have time to review before meeting.

#	Action Item Description	Responsible	Open Date	Status	
14	Agreement for small bids for District with timeline and warranty.	Debby	April	Closed	Spoke to Counsel. He can only do this for each bid. He needs to make sure wording is correct. He stated it would not take him long at all to handle. Would not cost much.
15	Get proposal from Motts on stones for pillars on wall.	Debby	April	Closed	
16	Contact Jeff B on cooking for the Memorial Day BBQ.	JM	April	Closed	Sent email.
17	May agenda paint contract, paint design, proposal for stone, proposed budget, Memorial Day BBQ, monument sign proposals.	BC	April	Closed	
18	Place annual mockup on June agenda.	BC	April	Open	LMP to have pictures of next annual flower install.
19	Work with Mimi and LMP on more color for current annuals.	Debby	April	Open	LMP can get yellow flowers to add. Also looking at other vendors to get more color.
20	Repair pavers at pool	JM	March	Open	Getting proposals

## Northwood CDD Property Priority Maintenance List

				COST OF PROJECT
				E=ESTIMATED
				P=PROPOSED
<b>I.</b>	<b>WALL REPAIRS</b>			
A.	FRONT ENTRANCE	APPROVED AT OCTOBER'S MTG.	SCHEDULED FOR 3RD WEEK IN NOV.	P 4,500.00
B.	WALL CAPS	APPROVED AT OCTOBER'S MTG	SCHEDULED FOR 3RD WEEK IN NOV.	P 2,000
C.	ENTIRE WALL REPAIR	TWO PROPOSALS AND COLOR CHOICES INCLUDED IN NOV. BOOK		P 40,000
<b>II.</b>	<b>BALL COURTS RESURFACING</b>			E 10,000
<b>III.</b>	<b>LANDSCAPE UPGRADES</b>	ONGOING		

## NORTHWOOD WISH LIST

				COST OF PROJECT
				E=ESTIMATED
				P=PROPOSED
<b>I.</b>	<b>NEW SIGNAGE</b>			
A.	SECONDARY ENTRANCE SIGN			E 18,000
B.	DECORATIVE STREET SIGNS			E 53,000
<b>II.</b>	<b>CLUBHOUSE UPGRADES</b>			
A.	NEW FLOORING			E 19,000
B.	FURNITURE			E 5,000
C.	POOL FURNITURE (MORE)			E 8,000
<b>III.</b>	<b>OTHER</b>			
A.	FOUNTAIN AT OTHER END OF NORTHWOOD PALMS			E11,000
	LANDSCAPE LIGHTING AND ENTRY SIGN LIGHTING			E7,500
	FAUX ROCK ON COLUMNS OR DECORATIVE CONCRETE			?
	LED LIGHTS AND DECORATIVE LIGHT POLES THROUGH OUT THE COMMUNITY			?
B.	VILLAGE MONUMENT LIGHTING			



Site: Northwood  
May 01 2017

<b>MONUMENTS AND SIGNS</b>					
<b>LIGHTING</b>		<b>20</b>	<b>20</b>	<b>0</b>	n/a
<b>CLEAR VISIBILITY (Landscaping)</b>		<b>20</b>	<b>20</b>	<b>0</b>	
<b>PAINTING</b>		<b>20</b>	<b>16</b>	<b>-4</b>	To begin this month
<b>CLEANLINESS</b>		<b>20</b>	<b>20</b>	<b>0</b>	
<b>GENERAL CONDITION</b>		<b>20</b>	<b>18</b>	<b>-2</b>	
	TOTALS	<b>100</b>	<b>94</b>	<b>-6</b>	<b>93%</b>
<b>HIGH IMPACT LANDSCAPING</b>					
<b>ENTRANCE MONUMENT</b>		<b>25</b>	<b>25</b>	<b>0</b>	New Flowers look Great
<b>CLUBHOUSE</b>		<b>25</b>	<b>25</b>	<b>0</b>	
<b>SUBDIVISION MONUMENTS</b>		<b>25</b>	<b>25</b>	<b>0</b>	
<b>MAIN BOULEVARD</b>		<b>25</b>	<b>25</b>	<b>0</b>	
	TOTALS	<b>100</b>	<b>97</b>	<b>0</b>	<b>100%</b>
<b>HARDSCAPE ELEMENTS</b>					
<b>WALLS/FENCING</b>		<b>25</b>	<b>18</b>	<b>-7</b>	
<b>SIDEWALKS</b>		<b>25</b>	<b>25</b>	<b>0</b>	
<b>SPECIALTY MONUMENTS</b>		<b>25</b>	<b>25</b>	<b>0</b>	na
<b>STREETS</b>		<b>25</b>	<b>24</b>	<b>-1</b>	
	TOTALS	<b>100</b>	<b>92</b>	<b>-8</b>	<b>92%</b>

**Grand Totals                      300                      283                      -14                      95%**





## **NORTHWOOD CDD**

LANDSCAPE INSPECTION

April 5, 2017

ATTENDING:

JOSUE MARQUEZ – NORTHWOOD CDD

JOSE PLANAS – LMP

SAM TILLIS – LMP

PAUL WOODS– OLM, INC.

**SCORE: 95%**

**NEXT INSPECTION  
MAY 3, 2017 AT 8:30 AM**

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### **CATEGORY I: MAINTENANCE CARRYOVER ITEMS**

NONE

### **CATEGORY II: MAINTENANCE ITEMS**

#### **CLUBHOUSE**

1. Control Aphid activity on Podocarpus.
2. Irrigation is damaged in Lantana bed to the east of clubhouse.
3. Verify irrigation coverage between tennis and basketball courts along south perimeter of park.
4. Remove trash and debris around perimeter of tennis courts.
5. Remove Queen Palm fruit accumulation. Prune immature flowers and seed stalks from palms.

#### **BARRINGTON**

6. Village monument: Remove declining foliage from Stromanthe.
7. Village monument: Closely monitor newly installed seasonal color plants.
8. North of entrance: Control fungus in Elaeagnus.
9. Remove trash and debris from roundabout during weekly service visits.
10. South of monument: Verify irrigation coverage. Identify cause of standing water along sidewalk.

#### **CALADESI PARK**

11. Verify irrigation coverage.
12. Remove leaf accumulation from storm water inlet. Do not blow debris into storm water systems.



## **PRESERVE**

13. Relocate Dracaenas at south Preserve monument to a suitable location.
14. North side Preserve entrance: Control weeds in Sweet Potato vine.

## **ENTRANCE**

15. East side planter: Control Dollarweed in lawns.
16. In lamb chops of inbound turn lane: Remove debris accumulations.
17. Verify irrigation coverage at bullnose of Northwood monument sign, making sure Dusty Miller are uniformly irrigated.

## **BOULEVARD**

18. Entrance median island south of Carlyle: Monitor hot spots in turf. Replace St. Augustine sod that does not recover.
19. Throughout: Remove commercial signage.

## **CARLYLE**

20. At monument sign: Improve irrigation coverage to newly installed seasonal color plants and turf.

## **CATEGORY III: IMPROVEMENTS – PRICING**

1. Exit side of lake side sidewalk: Provide a price to remove declining Washingtonia Palm.
2. Provide a price to increase irrigation run times to turf along County Line Road frontage at exit to maintain a more uniform appearance.

## **CATEGORY IV: NOTES TO OWNER**

1. Clubhouse: There is an exposed and damaged electrical line on the light standard on west side of tennis courts.

## **CATEGORY V: NOTES TO CONTRACTOR**

1. Contractor is encouraged to review plant growth regulators for use in Nerium and Dwarf Oleanders along boulevard plantings if this could reduce pruning to avoid removal of flowering growth and maintain compact size.
2. Well done on seasonal color presentation. Confirm for summer annual changeout appropriate quantities and selections for review at the May inspection.

PGW:ml

cc: Josue Marquez [josue.marquez@merituscorp.com](mailto:josue.marquez@merituscorp.com)  
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Landscape Maintenance Professionals, Inc.

## SERVICE COMMUNICATION REPORT

Property Name: Northwood's CDD Service Date: 04/25/07

The following property maintenance services were performed on the property today. If you have any questions about the service performed please call or fax us your concerns.

TURF		BED MAINT.		FERTILIZATION		IRRIGATION	
Mowing	xxxxxx	Pruning		Turf		Inspection	
Edging Curbs	xxxxxxx	Hedging		Trees		Adjustments	
Edging Beds	xxxxxxx	Weeding	xxxxxx	Shrubs		Repairs	
Weedeating	xxxxxx	Tree Pruning	xxxxxx	Annuals		Other	
		Palm Pruning		12-0-0			
PLANTING		CLEANUP		PEST CONTROL			
Annuals	xxxxxx	Trash	xxxxxx	<u>TURF</u>		<u>TREES</u>	
Shrubs		Blowing Off	xxxxxx	Insects		Insects	
Mulch		Leaves		Disease		Disease	
Other		Debris		Weeds			
		Other		<u>SHRUBS</u>		<u>OTHER</u>	
				Insects		Fire Ants	xxxxxx
				Disease		Weed Beds	
COMMENTS, AREA WHICH REQUIRE SPECIAL ATTENTION OR WORK:							
Crew 122 mowed hard and soft edge and whip the entire site.							
the crew blew off the entire site along with cleaning beds.							
crew 122 trimmed trees and palms along the Blvd.							
crew 122 lifted trees at the park. Thank you and have a great day.							

SERVICE PROVIDED BY:

RECEIVED BY:

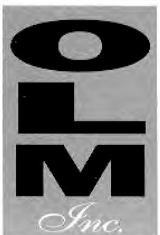
DATE

# NORTHWOOD CDD

## MONTHLY LANDSCAPE MAINTENANCE INSPECTION GRADESHEET

A. LANDSCAPE MAINTENANCE	VALUE	DEDUCTION	REASON FOR DEDUCTION
TURF	5		
TURF FERTILITY	15		
TURF EDGING	5		
WEED CONTROL – TURF AREAS	10	2	Dollarweed
TURF INSECT/DISEASE CONTROL	10		
PLANT FERTILITY	5		
WEED CONTROL – BED AREAS	10		
PLANT INSECT/DISEASE CONTROL	10	1	Aphid in Podo
PRUNING	10		
CLEANLINESS	10	2	Improved\removed last of Liga and Oak
MULCHING	5		
WATER/IRRIGATION MANAGEMENT	15	3	Carlyle drought stress\entrance sign
CARRYOVERS	5		

B. SEASONAL COLOR/PERENNIAL MAINTENANCE	VALUE	DEDUCTION	REASON FOR DEDUCTION
VIGOR/APPEARANCE	10		Closely monitor new install\design looks good
INSECT/DISEASE CONTROL	10		
DEADHEADING/PRUNING	10		
<b>MAXIMUM VALUE</b>	<b>145</b>		



Date 4-5-17 Score: 95 Performance Payment™ % 100

Contractor Signature: \_\_\_\_\_

Inspector Signature: \_\_\_\_\_

Property Representative Signature: \_\_\_\_\_



# Northwood CDD Waterway Inspection Report

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**Reason for Inspection:** Routine Scheduled

**Inspection Date:** 4/28/2017

**Prepared for:**

Mr. Josue Marquez

District Manager

Meritus

2005 Pan Am Circle, Suite #120

Tampa, Florida 33607

**Prepared by:**

Joseph Hamilton, Account Representative/Biologist

Aquatic Systems, Inc. – Wesley Chapel Field Office

Corporate Headquarters

2100 N.W. 33<sup>rd</sup> Street, Pompano Beach, FL 33069

1-800-432-4302





20



**Comments:** Normal growth observed

Site #20 would benefit from a planting of Golden Canna. Both improved aesthetics, as well as excess nutrient management would be accomplished.



27



**Comments:** Normal growth observed

Site #27 would also benefit from a planting of Golden Canna. Due to the dry conditions, a vegetation which is tolerant to drought circumstances would be ideal.





21



**Comments:** Normal growth observed

Site #21 does have some beneficial Arrowhead around the perimeter of the pond. An Addition of Golden Canna would be beneficial to the waterway.



22



**Comments:** Site looks good

Site #22 looks good however there is no beneficial aquatic vegetation present. An Addition of Pickerelweed would aid in excess nutrient filtration. Also, the Pickerelweed are very aesthetically pleasing when their deep purple flowers bloom.





19



**Comments:** Site looks good  
Site #19 looks good, Blue Flag Iris by the outflow are remaining healthy.



24



**Comments:** Site looks good  
Site #24 was observed to have very minor surface filamentous algae in the west cove of the pond. Treatments will be applied during the next routine maintenance visit.





17



**Comments:** Site looks good

Pond #17 was also lacking beneficial aquatic vegetation. A cluster planting of Pickerelweed would be of benefit to the waterway.



14



**Comments:** Normal growth observed

Site #14 was observed to have minimal growth of surface filamentous algae, Treatments for the growth will occur during the next maintenance visit.





13



**Comments:** Site looks good

Site #13 has an abundance of Arrowhead beginning to produce whirls of white flowers.



15



**Comments:** Site looks good

Site #15 looks good!





16



**Comments:** Site looks good

Site #16 is also in great shape, no issues were observed during the inspection report.



10



**Comments:** Site looks good

Site #10 was observed to have great control and maintenance of perimeter grasses and brush.



**Comments:** Site looks good

Site #1 was in excellent shape!

## Management Summary

Sites #14 and #24 were both observed to have minor growth of surface filamentous algae. Treatments will begin during the next routine maintenance visit, typically results can be seen within 10-14 days of the treatment date.

Sites #20, #21 and #27 would benefit greatly from a planting of Golden Canna. Due to the dry conditions each are in, and could possibly return to in the future, Golden Canna would be the best choice. Golden Canna are able to adapt to both dry and aquatic conditions. Sites #10, #14, #17 and #22 would each benefit from perimeter plantings of Pickerelweed for enhanced aesthetics as well as nutrient management tools.

## Recommendations/Action Items

- Treat #14 and #24 for surface filamentous algae.
- Sites #20, #21 and #27 are recommended to have Golden Canna Added.
- Sites #10, #14, #17 and #22 would benefit from a planting of Pickerelweed.

Thank You for choosing Aquatic Systems Inc.!





# April patrol log:

**Employee Reporting :** DEP. : J. PALERMO

**Date of Work :** 03/31/2017

**Event Number :** [2017149474](#)

**On arrival I checked in with the contact person, via?:** Did not Check In

**Number of field interview reports:** 0

**Number of parking tickets:** 0

**Amount of time running radar:** 0

**The other types of violations to report, such as trespassing, written warnings are:** 0

**Narrative of events that took place during the time worked:** I performed multiple directed patrols of the community and club house. No suspicious activity was observed. I educated residents about not leaving their garage door open and parking cars on the street.

Should you have any questions please contact us.

....

**For Employer:** Northwood CDD

**Reported Snet To:** Josue Marquez

**Employee Reporting :** DEP. : C. HARRISON

**Date of Work :** 04/01/2017

**Event Number :** [2017152581](#)

**On arrival I checked in with the contact person, via?:** By phone , Stopped by Clubhouse

**Number of field interview reports:** 0

**Number of parking tickets:** 0

**Amount of time running radar:** 0

**The other types of violations to report, such as trespassing, written warnings are:** 2 Written Warnings for traffic infractions

**Narrative of events that took place during the time worked:** Conducted two traffic stops for No tail lights

and No/improper headlights. I issued written warnings for both traffic stops (W1367796 and W1367797). At 2305 hours, I responded to 27854 Breakers Drive in reference to a Domestic Disturbance Delayed ([2017152911](#)) where no arrest was made. It was only a verbal argument only per both parties. One of the parties agreed to stay the night at her mother~s residence. She left with the children without incident. I took no further action.

Should you have any questions please contact us.

....

**For Employer:** Northwood CDD  
**Reported Snet To:** Josue Marquez  
**Employee Reporting :** DEP. : J. BAISDEN  
**Date of Work :** 04/04/2017

**Event Number :** [2017157615](#)  
**On arrival I checked in with the contact person, via?:** Stopped by Clubhouse  
**Number of field interview reports:** 0  
**Number of parking tickets:** 0  
**Amount of time running radar:** 0

**The other types of violations to report, such as trespassing, written warnings are:** 0

**Narrative of events that took place during the time worked:** provided security as requested.

Should you have any questions please contact us.

...

**For Employer:** Northwood CDD  
**Reported Snet To:** Josue Marquez  
**Employee Reporting :** DEP. : G. MACKNIGHT  
**Date of Work :** 04/07/2017

**Event Number :** [2016163463](#)  
**On arrival I checked in with the contact person, via?:** Stopped by Clubhouse  
**Number of field interview reports:** 0  
**Number of parking tickets:** 0  
**Amount of time running radar:** 0

**The other types of violations to report, such as trespassing, written warnings are:**

**Narrative of events that took place during the time worked:** Upon arrival checked clubhouse and found all doors and windows secure. Conducted security checks of all residential areas including the new construction area. At approximately 2230 received an illegal parking complaint. Attempt to contact vehicle owners at residence and complainant by phone as requested, BUT negative contact at either. Vehicles were gone a short time later upon recheck. Continued checks until departing at 0100.

Should you have any questions please contact us.

...

**For Employer:** Northwood CDD  
**Reported Snet To:** Josue Marquez  
**Employee Reporting :** DEP. : M. SCHULER  
**Date of Work :** 04/10/2017

**Event Number :** [2017168026](#)

**On arrival I checked in with the contact person, via?:** Stopped by Clubhouse

**Number of field interview reports:**

**Number of parking tickets:**

**Amount of time running radar:**

**The other types of violations to report, such as trespassing, written warnings are:**

**Narrative of events that took place during the time worked:** I monitored the flow of traffic on the main roadway as well as by driving around in the subdivision. I noticed several cars parked along the roadway at which time I spoke to the person and advised them to please move there car into the driveway. This was done early on in the detail so people would have time to parked and move other vehicles around. I also observed several people walking on the roadway but nothing suspicious.

Should you have any questions please contact us.

....

**For Employer:** Northwood CDD  
**Reported Snet To:** Josue Marquez  
**Employee Reporting :** DEP. : D. SKELTON  
**Date of Work :** 04/11/2017

**Event Number :** [2017169829](#)



**On arrival I checked in with the contact person, via?:** Stopped by Clubhouse  
**Number of field interview reports:** 0  
**Number of parking tickets:** 0  
**Amount of time running radar:** 0

**The other types of violations to report, such as trespassing, written warnings are:** 0

**Narrative of events that took place during the time worked:** Provided security during HOA meeting. Patrolled neighborhood for suspicious activity and traffic violations. Did not observe any infractions.

Should you have any questions please contact us.

....

**For Employer:** Northwood CDD  
**Reported Snet To:** Josue Marquez  
**Employee Reporting :** DEP. : D. SKELTON  
**Date of Work :** 04/15/2017

**Event Number :** [2017176165](#)

**On arrival I checked in with the contact person, via?:** Did not Check In  
**Number of field interview reports:** 0  
**Number of parking tickets:** 0  
**Amount of time running radar:** 0

**The other types of violations to report, such as trespassing, written warnings are:** 0

**Narrative of events that took place during the time worked:** Patrolled Northwood neighborhood. Made contact with two separate suspicious vehicles, in which they both were in neighborhood for reasonable reasons. Assisted Yankee units on alarm intrusion call in Seven Oaks. Did not observe any parking violations that would cause a back up in normal traffic flow.

Should you have any questions please contact us.

...

**For Employer:** Northwood CDD  
**Reported Snet To:** Josue Marquez  
**Employee Reporting :** DEP. : D. SKELTON  
**Date of Work :** 04/16/2017

**Event Number :** [2017179603](#)

**On arrival I checked in with the contact person, via?:** Did not Check In  
**Number of field interview reports:** 0  
**Number of parking tickets:** 0  
**Amount of time running radar:** 0

**The other types of violations to report, such as trespassing, written warnings are:** 0

**Narrative of events that took place during the time worked:** Patrolled Northwood neighborhood and did not observe any suspicious activity or traffic violations. Did not observe any parking violations that obstructed normal flow of traffic.

Should you have any questions please contact us.

...

**For Employer:** Northwood CDD  
**Reported Snet To:** Josue Marquez  
**Employee Reporting :** DEP. : J. BAISDEN  
**Date of Work :** 04/18/2017

**Event Number :** [2017182953](#)

**On arrival I checked in with the contact person, via?:** By phone  
**Number of field interview reports:** 0  
**Number of parking tickets:** 0  
**Amount of time running radar:** 0

**The other types of violations to report, such as trespassing, written warnings are:** 0

**Narrative of events that took place during the time worked:** Patrolled community as requested. Parked off of main road for several hours to deter speeders.

Should you have any questions please contact us.

...

**For Employer:** Northwood CDD  
**Reported Snet To:** Josue Marquez  
**Employee Reporting :** DEP. : W. SCHOTTE  
**Date of Work :** 04/26/2017

**Event Number :** [2017197377](#)

**On arrival I checked in with the contact person, via?:** By phone

**Number of field interview reports:** 0  
**Number of parking tickets:** 0  
**Amount of time running radar:** 0

**The other types of violations to report, such as trespassing, written warnings are:** no

**Narrative of events that took place during the time worked:** patrolled the entire community. did not observe any criminal activity, county ordinance violations or trespassers. provided security to students leaving the school bus at various bus stops. did not observe any traffic violations.

Should you have any questions please contact us.

...

**For Employer:** Northwood CDD  
**Reported Snet To:** Josue Marquez  
**Employee Reporting :** DEP. : C. FERN  
**Date of Work :** 04/28/2017

**Event Number :** [2017201792](#)  
**On arrival I checked in with the contact person, via?:** By phone , Stopped by Clubhouse  
**Number of field interview reports:** 0  
**Number of parking tickets:** 0  
**Amount of time running radar:** 2 hours

**The other types of violations to report, such as trespassing, written warnings are:** N/A

**Narrative of events that took place during the time worked:** I conducted several patrols throughout the entire subdivision. While in the area I did not observe any traffic violations. I made contact with several illegally parked vehicles and handled accordingly. No suspicious activity was observed while in the area.

Should you have any questions please contact us.

...

**For Employer:** Northwood CDD  
**Reported Snet To:** Josue Marquez  
**Employee Reporting :** DEP. : E. BLICKER  
**Date of Work :** 04/30/2017

**Event Number :** [2017204188](#)

**On arrival I checked in with the contact person, via?:** Did not Check In

**Number of field interview reports:** 0

**Number of parking tickets:** 0

**Amount of time running radar:** 0

**The other types of violations to report, such as trespassing, written warnings are:** 0

**Narrative of events that took place during the time worked:** Upon arrival, I patrolled the area in my fully marked patrol car. I also checked the pool area. During my shift, I did not observed any suspicious activity. I parked along Northwood Palms Blvd and attempted to conducted traffic enforcement. I did not observed any violations which I could stop.

Should you have any questions please contact us.