NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT BOARD OF SUPERVISORS MEETING FEBRUARY 13, 2017

NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT AGENDA FEBRUARY 13, 2017 at 6:30 p.m.

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

District Board of Supervisors Chairman Andy Mendenhall

Vice Chair Karen Uhlig

Supervisor Mimieaux Kilpatrick Supervisor Brian Quigley Supervisor Barbara Cruz

District Manager Meritus Brian Lamb

Debby Hukill

Property Manager Northwood On-Site Manager Jose Marquez

District Attorney Straley & Robin, P.A. John Vericker

District Engineer 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, February 13, 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.

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3. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

4 VENDOR AND STAFF REPORTS

4.	VEND	OR AND STAFF REPORTS	
	A.	District Counsel	
		1. Update on Meadow Pointe II/Pasco County Sidewalk Issue	Page 04
	B.	District Engineer	
5.	BUSINI	ESS ITEMS	
	A.	Discussion on LMP Proposals for Roundabout	Page 12
	B.	Discussion on Wall Painting	Page 17
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6.	CONSI	ENT AGENDA	
	A.	Consideration of Minutes of the Board of Supervisors Meeting December 12, 2016Tab 04	Page 31
	B.	Consideration of Minutes of the Board of Supervisors Meeting January 09, 2017Tab 05	Page 37
	C.	Consideration of Operations and Maintenance Expenditures January 2017Tab 06	Page 42
	D.	Consideration of Operations and Maintenance Expenditures February 2017Tab 07	Page 53
	E.	Review of Financial Statements Month Ending December 31, 2016Tab 08	Page 75
7.	MANA	GEMENT REPORTS	
	A.	Staff Action Item List	Page 85
		District Manager	C
	C.	Field Manager's Reports	Page 87
		1. Community Inspection Reports	ū
		2. Aquatic's Report	

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- 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

From: Vivek K. Babbar [mailto:VBabbar@srwlegal.com]

Sent: Friday, February 03, 2017 3:08 PM

To: Mendenhall, Andrew (Andy.Mendenhall@STServices.com)

<Andy.Mendenhall@STServices.com>; Debby Hukill <debby.hukill@merituscorp.com> **Subject:** Northwood CDD: Update on Meadow Pointe II/Pasco County Sidewalk Issue

Hi Andy/Debby,

Meadow Pointe II has initiated the conflict resolution process under Chapter 164, Florida Statutes. At this moment, no other CDD has joined Meadow Pointe II. When I spoke with MP II's counsel, he indicated that given the unique set of circumstances and uncertainties involved with the issues there is no cost estimate or proposed timeline, but the MP II Board is fully aware of the potential liability and costs if it does go to litigation.

If the Board of Supervisors of Northwood CDD would like to contribute to the efforts of MP II but still manage costs and liability, then we recommend that the Board consider an offer to MP II of a **one time** contribution of funds designated solely to support MP II's discussion with the County. This offer would come with the condition that MP II acknowledges that it is a one time offer, and that MP II remains responsible for all costs/liabilities and Northwood would not be involved in the discussions. This way Northwood wouldn't be a named party or on the hook for any attorney's fees and if the mediation is successful for MP II, it would serve as precedent for Northwood. In the event that MP II and the County reach some settlement outside of the process, that by itself would create a road map for Northwood to follow, thus still creating a precedent.

Please include this email in the Agenda for the February 13 meeting and let me know if there is any follow up questions/directions from the Board.

Thanks,

Vivek

Vivek K. Babbar Attorney at Law Straley Robin Vericker

1510 W. Cleveland Street Tampa, FL 33606 Direct: 813.321.4107 Main: 813.223.9400

Fax: 813.223.5043 vbabbar@srvlegal.com www.srvlegal.com ATTORNEYS AND COUNSELORS AT LAW

David P. Persson Andrew H. Cohen Kelly M. Fernandez* Maggie D. Mooney-Portale* R. David Jackson Regina A. Kardash Board Certified City, County and Local Government Law

Telephone (941) 306-4730 Facsimile (941) 306-4832 Email: rkardash@swflgovlaw.com

Reply to: Lakewood Ranch

January 24, 2017

Debby Hukill, District Manager Northwood Community Development District Meritus Corp. 2005 Pan Am Circle #120 Wesley Chapel, FL 33544

RE: Florida Statute Chapter 164, Intergovernmental Dispute Resolution Process

Dear Ms. Hukill:

Enclosed please find a letter and Resolution sent to Pasco County by Meadow Pointe II Community Development District invoking Florida Statute § 164.1052. You are receiving a copy of the same as a potentially similarly situated District in Pasco County.

If you have any questions, please do not hesitate to contact us.

Sincerely, Regina & Kardash

RAK/dgb

Enclosure

Regina A. Kardash

Signed electronically



David P. Persson
Andrew H. Cohen
Kelly M. Fernandez*
Maggie D. Mooney-Portale*
R. David Jackson
Regina A. Kardash
* Board Certified City, County and Local Government Law

Telephone (941) 306-4730 Facsimile (941) 306-4832 Email: rkardash@swflgovlaw.com

Reply to: Lakewood Ranch

January 24, 2017

<u>VIA CERTIFIED MAIL RETURN RECEIPT REQUESTED</u> AND REGULAR U.S. MAIL

Ms. Michele Baker Pasco County Administrator 8731 Citizens Dr., Suite 340 New Port Richey, FL 34654

RE: Meadow Pointe II Community Development District's Intention to Initiate the Conflict Resolution Procedure

Dear Ms. Baker:

This correspondence is being sent to you pursuant to Florida Statutes §164.1052 to notify Pasco County ("County") that the Meadow Pointe II Community Development District ("District") has a conflict with the County relating to sidewalks adjacent to County roads within the District.

The District has approached the County Attorney's Office on multiple occasions regarding sidewalks located within the District but listed on the Pasco County Property Appraiser's records as owned by the County. These sidewalks are in need of maintenance and repair and may constitute a hazard if not properly maintained. Plats of areas in question contain appropriate dedication language and were all duly approved by the County Commission. Furthermore, these sidewalks are part of the county road system under the FDOT functional classification system which defines roads to include the sidewalks open to travel by the public. See Florida Statutes §§ 334.03(8),(22); 335.01.

Lakewood Ranch 6853 Energy Court Lakewood Ranch, Florida 34240 St. Petersburg 111 Second Avenue NE, Suite 536 St. Petersburg, Florida 33701 Venice 217 Nassau Street S. Venice, Florida 34285 The County Attorney's office has asserted that because the County did not build and has not formally accepted maintenance responsibilities for the subject right-of-way that it is under no obligation to perform the requested repairs. However, based on the statutory framework, Attorney General Opinions and prevailing case law, the District disagrees. The District has attempted to engage in a more meaningful discussion with the County about its responsibilities for its own right-of-way but has not been afforded an opportunity to meet with the County Attorney's office. Therefore, the District has opted to engage the County in the Florida Governmental Dispute Resolution process prior to moving forward with a Petition for Declaratory Judgment.

On January 18, 2017, the District's Board of Supervisors adopted Resolution 2017-3, a certified copy of which is enclosed for your consideration. The enclosed Resolution authorizes the undersigned law firm to prepare and file a Declaratory Action to seek a resolution to the question of whether or not the County is responsible for the repair and maintenance of sidewalks adjacent to the county roads within the District and also initiates the Governmental Dispute resolution process set forth in Chapter 164, Florida Statutes.

Pursuant to Florida Statutes §164.1052(1), the District would propose that a conflict assessment meeting be held at the Meadow Pointe II Clubhouse, 30051 County Line Road, Wesley Chapel, FL 33543, on February 22, 2017, at 10:00 A.M. We would suggest that the Chairman of the County Commission, the County Administrator and County Attorney attend this meeting on behalf of the County. The District will be represented by Chairman Mike Cline, Operations Manager Sheila Diaz, District Attorney Andrew Cohen and the undersigned. If this proposed meeting time and date does not work for your respective schedules, then kindly propose alternative dates and times for said meeting within the statutory timeline.

On behalf of the District, we sincerely hope that an amicable resolution to this conflict with the County can be reached.

Sincerely,

Regina A. Kardash

Regue At Karlost

AHC/rak Enclosure

cc: Pasco County Commission
FDOT Representative
Northwood Community Development District

CERTIFICATION OF RESOLUTION 2017-3

I CERTIFY THE ATTACHED DOCUMENT TO BE A TRUE & CORRECT COPY OF THE ORIGINAL DOCUMENT ON FILE.

WITNESS MY HAND AND OFFICIAL SEAL OF THE MEADOW POINTE II COMMUNITY DEVELOPMENT DISTRICT, PASCO COUNTY, FLORIDA, THIS 23rd DAY OF JANUARY, 2017

SANDRA DEMARCO

Assistant Recording Department Manager

SEAL

Meadow Pointe II

RESOLUTION NO. 2017 - 3

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MEADOW POINTE II COMMUNITY DEVELOPMENT DISTRICT INITIATING GOVERNMENTAL CONFLICT RESOLUTION PROCEDURES WITH PASCO COUNTY.

WHEREAS, the Meadow Pointe II Community Development District ("District") is a government entity organized and operating under Chapter 190, Florida Statutes; and

WHEREAS, the District is located in Pasco County, Florida ("County"); and

WHEREAS, the County approved maps and plats of communities within the District containing formal dedications of rights-of-way to the public, which include streets and sidewalks; and

WHEREAS, the County has failed to assume responsibility for certain rights-ofway sidewalk areas located adjacent to County roads; and

WHEREAS, the District has contacted the County on numerous occasions regarding maintenance issues on the subject sidewalks which could present a hazard to the public; and

WHEREAS, the County is listed as the owner of the roads and sidewalks in question by the Pasco County Property Appraiser's Office; and

WHEREAS, the County has refused to perform the requested maintenance and repairs, claiming that the District is responsible for right-of-way maintenance on sidewalks adjacent to County roads; and

WHEREAS, the District did not install the sidewalks, roads or rights-of-way; and WHEREAS, the FDOT functional classification of the subject roadways designates them as county roads; and

WHEREAS, the statutory definition of roads at Florida Statute § 334.03(22) includes sidewalks open to travel by the public; and

WHEREAS, the roadways and adjacent sidewalks in question are Allegro Drive, Eagle Station Drive, Forest Glen Drive, Stetson Drive, Bright Ray Place, Fog Hollow Drive, Golden Dawn Place, Morningmist Drive and Morwen Place; and

WHEREAS, the District desires an amicable resolution of this dispute with the County, and to establish the ongoing maintenance responsibilities for the subject roadways and adjacent sidewalks; and

WHEREAS, the District is cautious to expend funds to maintain or repair property which does not belong to the District along county roads; and

WHEREAS, the District's Board of Supervisors wishes to initiate the conflict resolution procedures provided by Chapter 164, Florida Statutes, prior to seeking a Declaratory Judgment;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE MEADOW POINTE II COMMUNITY DEVELOPMENT DISTRICT, that:

- 1. The Whereas clauses stated above are true and correct and are hereby incorporated fully as part of this Resolution.
- 2. It is the intent of the Board of Supervisors of the Meadow Pointe II Community Development District to initiate the governmental conflict resolution procedures, pursuant to Chapter 164, Florida Statutes (2017), to resolve the conflict as set forth in the Whereas clauses above.
- 3. Pursuant to Section 164.1052(1), Florida Statutes (2017), the Meadow Pointe II Community Development District will send to the chief administrative official of the Pasco County Board of County Commissioners within five (5) days of the passage of this Resolution, a certified copy of the Resolution and a letter stating the nature of the conflict, the reason for initiating the conflict resolution process, the proposed date and location for the conflict assessment meeting and suggestions regarding the officials who should be present at the conflict assessment meeting.
- 4. The District's Board of Supervisors authorizes Andrew Cohen, Regina Kardash and the law firm of Persson & Cohen, P.A., to serve as its legal counsel in this proceeding, to file a Petition for Declaratory Judgment seeking to establish the maintenance responsibilities for the county roads, sidewalks and adjacent rights-of-way, challenging the County's position, and to take any further actions necessary to initiate, pursue and fulfill all governmental conflict resolution procedures set forth in Chapter 164, Florida Statutes (2017).

The foregoing Resolution was offered by Board Member <u>Dava Sanchez</u> who moved its adoption. The motion was seconded by Board Member <u>Jim Bovis</u>, and upon being put to a vote, the vote was as follows:

Chairman, Michael Cline	465_
Vice Chairman, Dana Sanchez	YES
Board Member, John Picarelli	405
Board Member, Glen Aleo	485
Board Member, James Bovis	485

The Chairman thereupon declared the Resolution 2017-3 duly passed and adopted this 18 day of Jan., 2017.

BOARD OF SUPERVISORS OF THE MEADOW POINTE II COMMUNITY DEVELOPMENT DISTRICT

Michael Cline, Chairmar



Estimate

Date

1/18/2016

Estimate #

30406

TOTAL

LMP REPRESENTATIVE

SMS

PO#

Work Order #

Submitted To:

Northwood CDD c/o Meritus 5680 W. Cypress St. Suite A Tampa, FL 33607

Northwood CDD

JTEM	DESCRIPTION	QTY	COST
Enhancements Enhancements Enhancements Enhancements Enhancements	2-ct 12' Sylvestries Granite 1 1/2 Rock 10 yards Weed Matting 250 ft Tree Staking BackFill 10 yards	1 1 1 1	5,450.00 1,765.00 220.00 100.00 320.00

5,450.00 1,765.00 0 220.00 0 100.00 320.00 Selitivited

TERMS AND CONDITIONS:

\$7,855.00 TOTAL

LMP reserves the right to withdraw this proposal if not accepted within 30 days of the date listed above. Any alteration or deviation to scope of work involving additional costs must be agreed upon in writing as a separate proposal or change order to this proposal. Periodic invoices may be submitted if job is substantial in nature with final invoice being submitted at completion of project. Any work performed requiring more than 5 days to complete is subject to progressive payments as portions of the work are completed. No finance charge will be imposed if the total of said work is paid in full within 30 days of invoice date. If not paid in full within 30 days, then customer is subject to finance charges on the balance of the work from the invoice date at a rate of 1.5% per month until paid. LMP shall have the right to stop work under this contract until all outstanding amounts including finance charges are paid in full. Payments will be applied to the oldest invoices.

ACCEPTANCE OF PROPOSAL: The above prices, scope of work and terms and conditions are hereby satisfactorily agreed upon. LMP, Inc. has been authorized to perform the work as outlined and payment will be made as outlined above. The above pricing does not include any unforeseen modifications to the said irrigation system that could not be reasonably accounted for prior to job start. All plant material carries a one (1) year warranty provided LMP, Inc. is performing landscape maintenance services to the area installed or enhanced at the time of installation. If not, then there is no warranty on the plant material.



Estimate

Submitted To:

Northwood CDD c/o Meritus 5680 W. Cypress St. Suite A Tampa, FL 33607 Date

1/18/2016

Estimate #

30405

LMP REPRESENTATIVE

SMS

PO#

Northwood CDD

Work Order #

ITEM	DESCRIPTION	QTY	COST	TOTAL
Z3.1.3.4	0 at 401 Consentring	1	5,450.00	5,450.00
Enhancements	2-ct 12' Syvestries	i	1,123.50	1,123.50
Enhancements	Washed shell 10 yards	1	220.00	220.00
Enhancements	Weed matting 250ft	i	100.00	100.00
Enhancements Enhancements	Tree Staking Back fill 10 yards	1	320.00	320.00

TERMS AND CONDITIONS:

TOTAL \$7,213.50

LMP reserves the right to withdraw this proposal if not accepted within 30 days of the date listed above. Any alteration or deviation to scope of work involving additional costs must be agreed upon in writing as a separate proposal or change order to this proposal. Periodic invoices may be submitted if job is substantial in nature with final invoice being submitted at completion of project. Any work performed requiring more than 5 days to complete is subject to progressive payments as portions of the work are completed. No finance charge will be imposed if the total of said work is paid in full within 30 days of invoice date. If not paid in full within 30 days, then customer is subject to finance charges on the balance of the work from the invoice date at a rate of 1.5% per month until paid. LMP shall have the right to stop work under this contract until all outstanding amounts including finance charges are paid in full. Payments will be applied to the oldest invoices.

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OWNER / AGENT



Estimate

Submitted To:

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

7/19/2016

Estimate #

33566

LMP REPRESENTATIVE

SMS

PO#

Work Order #

ITEM	DESCRIPTION	QTY	COST	TOTAL
Enhancements	2-3' Boulders-3	1	300.00	300.00
Enhancements	2 yards of backfill	1	60.00	60.00
Enhancements	3 yards of River rock	1	954.98	954.98
Enhancements	roll weed matting and staples	1	75.00	75.00

Sellhylated

TERMS AND CONDITIONS:

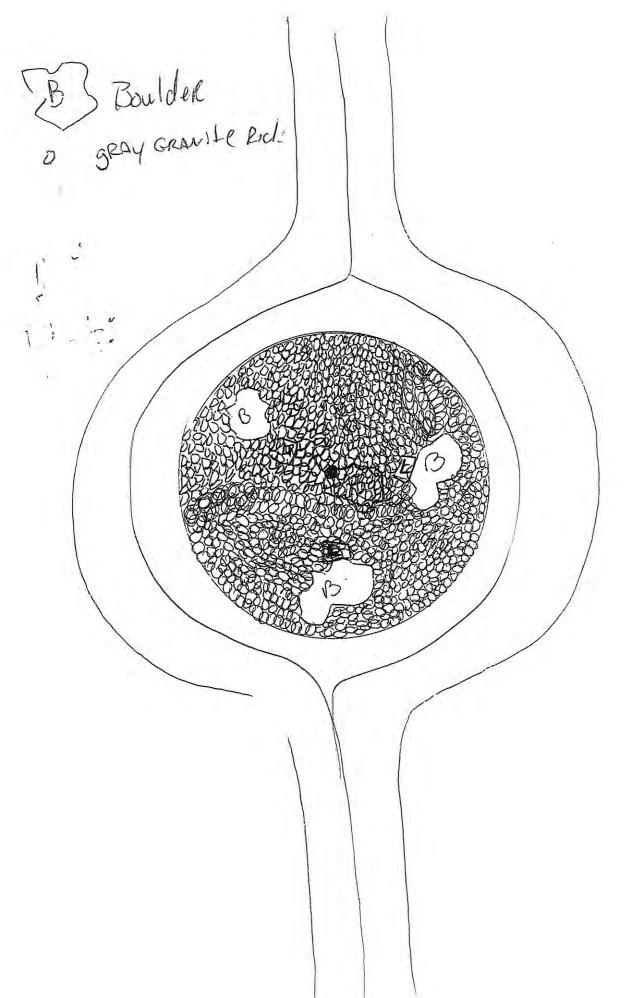
TOTAL \$

\$1,389.98

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OWNER / AGENT





DESCRIPTION

Estimate

Submitted To:

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

7/19/2016

Estimate #

33565

LMP REPRESENTATIVE

SMS

PO#

Work Order #

Northwood CDD

QTY

COST

TOTAL

Enhancements

ITEM

4-5' Boulder

1

347.73

347.73

Delict Ship

TERMS AND CONDITIONS:

TOTAL

\$347.73

LMP reserves the right to withdraw this proposal if not accepted within 30 days of the date listed above. Any alteration or deviation to scope of work involving additional costs must be agreed upon in writing as a separate proposal or change order to this proposal. Periodic invoices may be submitted if job is substantial in nature with final invoice being submitted at completion of project. Any work performed requiring more than 5 days to complete is subject to progressive payments as portions of the work are completed. No finance charge will be imposed if the total of said work is paid in full within 30 days of invoice date. If not paid in full within 30 days, then customer is subject to finance charges on the balance of the work from the invoice date at a rate of 1.5% per month until paid. LMP shall have the right to stop work under this contract until all outstanding amounts including finance charges are paid in full. Payments will be applied to the oldest invoices.

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OWNER / AGENT



Northwood CCD Perimeter Wall Painting

Big Sur Drive Tampa, Florida

Prepared for:

Cindy Hesselbirg

Meritus Associates 2005 Pan Am Circle Suite 120 Tampa, FL

Dan Drohan The Sherwin Williams Company 727-638-4082 Swrep4545@sherwin.com

September 28th, 2016

Part 1 - GENERAL

1.1 SCOPE OF WORK

- A. Owner will provide final Scope of Work.
 - 1. Scope to include Washing, Preparation and Painting of Perimeter Wall both sides.
- B. Scope of work includes:
 - Pressure Washing-exterior building surfaces followed by pressure washing at a minimum 3000 p.s.i., sealant removal and replacement per paint spec, sealants shall be applied at all 90 degree corners per engineer recommendation, priming of exterior and application of exterior topcoat.

1.2 PRE-COMMENCEMENT CONFERENCE

A. A pre-commencement conference with intended applicator, owner's representative(s), project attached specifiers (i.e., engineer or architect) and Sherwin Williams representative(s) to review specifications, owner's final scope of work and establish project requirements of all parties involved will take place prior to start of work.

1.3 QUALITY ASSURANCE

- A. Applicator: Company specializing in exterior waterproofing, commercial, Residential, multi-story and multi-family painting.
- B. Submit with bid a minimum of five references of successfully completed Projects of similar magnitude and complexity, to include

BUILDING/COMPLEX NAME:
BUILDING ADDRESS:
TELEPHONE NUMBER:
BUILDING/RESIDENT MANAGER:
BOARD MEMBER OR OFFICER:
EXTERIOR FINISH COATING SYSTEM:

C. Include a copy of license, if required by local governing authority and applicable insurance documents.

Section 09900-Painting Page 2 of 14

1.4 REGULATORY REQUIREMENTS

A. Conform to applicable code for flame/fuel/smoke rating requirements for finishes.

1.5 BARRIERS AND ENCLOSURES

A. Provide to prevent public entry, to protect existing trees and plants, to provide for owners use of site, to protect existing facilities and adjacent properties from damage and to protect products and finished work from inclement weather as conditions warrant.

1.6 CONSTRUCTION CLEANING

- A. Maintain areas under contractor's control free of waste materials, debris and rubbish.
- B. Remove waste materials, debris and rubbish from site periodically and dispose of off-site, conforming to applicable regulations for disposal of debris.
- C. Maintain disposal area in an orderly manner; prevent run-off into waterways or onto adjacent properties.

1.7 STORAGE AND PROTECTION

A. Store products immediately upon delivery, in accordance with Sherwin Williams product data sheets. All materials used on job shall be stored in a single place designated and agreed upon by the project management's Representative.

1.8 ENVIRONMENTAL REQUIREMENTS

- A. Do not apply exterior coatings during inclement weather or when air or substrate surface temperature is below Sherwin Williams recommendations, unless otherwise recommended by Sherwin Williams representative.
- B. Provide lighting level of 80 foot-candles measured mid-height at substrate surface.

1.9 FIELD SAMPLES

A. A job site standard of the specified surface prep, surface conditioner, and finish executed by the contractor of record prior to project commencement is strongly suggested for the purpose of satisfying owner's approval. Provide field sample panel 2 feet long by 2 feet wide illustrating surface preparation, coating color, color coverage, texture and finish.

B. Locate where directed.

C. Accepted sample may remain as part of the work, if surface is properly prepared.

1.10 PAYMENT SCHEDULE

Payment draw schedule will be arranged between the owner's representative or selected GC and painting contractor (applicator).

Sherwin Williams will be provided a copy of the schedule and notification of payments by the owner. Sherwin Williams will set up an account specific to this project. Upon each draw, Sherwin Williams shall receive payment toward the account balance and will, in return, issue a "Partial Release of Lien" from the supplier.

Upon completion of the project and full payment of the account, Sherwin Williams shall issue warranty based on exterior system selected.

Part 2- Colors

2.1 COLORS

A. A sample of each color shall be applied to the building for color approval by the project management's representative.

Part 3 - EXECUTION

3.1 INSPECTION

- A. Verify surfaces are ready to receive work.
- B. Examine surfaces scheduled to be finished prior to commencement of work. Report any condition that may potentially affect proper application.
- C. Verify substrate moisture content does not exceed recommended "dry" condition.
- D. Beginning of installation means acceptance of existing surfaces.

3.2 PREPARATION

A. General

1. Perform preparation and cleaning procedures as recommended by Sherwin Williams and as herein specified, for each particular substrate condition, for more detailed information, see manuals and publications of standard: Such As: American Institute of Architects (AIA), Construction

Specifications Institute (CSI) or American Society for Testing and Materials (ASTM).

2. Remove or protect items not to be finish painted. After completion of painting in each space or area, reinstall removed items.

B. Mildew Treatment

1. Solution concentration shall be 1 part water to 3 parts chlorine. Work solution into cracks, joints and textured surfaces with clean, stiff-bristle scrub brush. Workers should wear rubber gloves and safety goggles. Avoid skin contact and wash with soap and water when through. Allow the solution to remain on the surface for ten minutes followed by a clean water rinse.

C. Pressure Washing

- 1. All vertical and horizontal surfaces designated in scope of work will be pressure washed for the complete removal of all mildew, chloride (salts), dust, dirt, grease, oil, loose particles, laitance, loose/peeling/blistering coatings and foreign materials.
- 2. The most effective method to accomplish the necessary results is the application of high pressure water blasting applied at horizontal and vertical overlapping sweeps completed at no more than 6 12° away from the surface. At no time will the operator attempt to wash at a distance of more than 12° away from the substrate.
- 3. Concrete, Masonry and Stucco Substrates: The pressure necessary to accomplish the above requirements is 3000 p.s.i. or above with a properly sized fan tip on well adhered coatings and/or an oscillating tip on marginally adhered and peeling coatings.
- 4. Metal Surfaces: Use 3000 p.s.i. or above with a fan or oscillating tip.
- 5. Wood Substrates: Use 1500 p.s.i. with a flat fan tip.
- 6. The unit's delivery flow at the nozzle must be between 4.5 7.0 gallons a minute. Local water supply should be verified with an empty 5-gallon pail and a watch with a second hand.
- 7. After pressure washing and mildew treatment check several areas for surface chalk and efflorescence. If chalk remains, re-wash affected areas, and allow to dry. Apply surface conditioner to obtain a slight angular sheen on the entire surface.

D. Sealing Chalk and Efflorescence

- 1. Verify powder residue on surface is either chalking due to weathering or alkalinity, or efflorescence. Localized powdery spots on cementitious surfaces usually indicates efflorescence or high alkalinity. A few drops of muriatic acid applied to the powdery surface will react to efflorescence by bubbling; no reaction to chalk.
- 2. After pressure washing and mildew treatment, allow surface to dry thoroughly and check several areas of each surface for chalk and efflorescence.
- 3. Apply surface conditioner appropriate to degree of chalk remaining, determined as follows:

Chalk ratings are as listed in ASTM 4214-89, Test Method 659.

- a. Light Chalk: #8 on ASTM Photographic Standard.
- b. Moderate Chalk: #6 on ASTM Photographic Standard.
- c. Heavy Chalk: #4/2 on the ASTM Photographic Standard.
- 4. Apply surface conditioner solution with brush, roller, airless or pressure sprayer. For heavy chalk, work surface conditioner thoroughly into surface with brush.
- 5. Allow to dry according to label directions before proceeding.
- 6. Recheck for chalk after surface conditioner is dry. Surface conditioner should be applied to obtain a slight angular sheen on the entire surface.
- 7. Topcoat surface conditioner within 7 days after overnight dry.

E. Sealants

- 1. Install Sherwin Williams URETHANIZED Sealant Loxon 1H /Sher-Max at all specified transitions of the building's exterior wall envelope to protect from air and moisture infiltration, by removing and replacing ALL existing sealants according to SWRI (Sealant Waterproofing Restoration Institute) and ASTM C 1521-02a, Standard Practice for Evaluating Adhesion of Installed Weatherproofing Sealant Joints: examples of areas to look for:
 - a. Sealants that are in adhesive failure.
 - b. Sealants that are in cohesive failure.
 - c. Sealants with a loss of sealant properties.
 - d. Substrates cohesive failure with sealants attached.
- 2. Install specified sealant Sherwin Williams Loxon/Sher-max URETHANIZED SEALANT at all transitions listed, and to all transitions where they have been omitted previously, unless specifically excluded by Owner or Owner's representative in writing. This includes, but is not limited to: door, window and

Section 09900-Painting Page 6 of 14

fixture penetrations and perimeters; windowsills, joints and perimeters of decorative stucco bands, quoins, joints at wall to wall (i.e., inside corners created by changes in direction of joining surfaces); flashing details; control joints and between separating dissimilar materials at expansion joints, etc.; and work provided by others including attachments or intrusions when penetrating exterior coating system (i.e., downspouts, screen enclosures, railings attached to sidewalls, etc.). Sealant installed over existing sealant is strictly forbidden. NO SUBSTITUIONS!

- 3. Prior to sealant application:
- a. Remove all old sealant with a caulk cutter only using caution not to damage the substrate and brush clean all residuals. Bridging/band-application over any existing sealants is unacceptable. Dispose of all cleaning residuals/old sealant, etc. in accordance with all local and state EPA/city/county requirements.
- b. Seal stucco with surface conditioner and allow to dry.
- c. Fit with backer rod or bond breaker (where necessary to control maximum depth of $\frac{1}{2}$ " and/or to prevent three (3) sided adhesion.
- 4. Install specified sealant Sherwin Williams Loxon 1H; Sher-Max SEALANT. Sealant must be installed according to the manufacturer's directions. All sealant must be installed to maintain the proper width to depth ratio. All sealant will maintain a minimum of $\frac{1}{2}$ " width and have a minimum of $\frac{1}{4}$ " intimate contact with the prepared substrate(s).
- 5. All sealant will be no more than ½" in depth, and no more than 1" in width except for multi-component high-performance sealant. Transitions that have anticipated movement will or where sealant depth may exceed ½" will have bond breaker tape or backer rod installed to prevent three (3) sided adhesion.
- 6. Expansion joints will use specified two part urethane sealants and will be installed only after proper mixing procedures. All sealant details will be tooled immediately after installation with the correct sized sealant tool.

F. Crack Treatment

- 1. Concrete Block and Stucco:
 - a. Hairline cracks:
 - 1. Following cleaning and preparation of chalky surfaces, apply detail coat of Conseal elastomeric patching compound.
 - 2. Allow to dry in accordance with Sherwin Williams data sheet delay topcoating should unexpected weather or surface

changes occur, until the patching compound has cured thoroughly.

- b. Cracks 1/16" to 1/8":
 - 1. Rake-out with knife and clean.
 - 2. Seal with surface conditioner.
 - 3. Bridge with ConSeal elastomeric patching compound, forming and maintaining a slight crown over the center of the crack and running the full length. Feather patching compound into the existing texture 2" on either side of the crack. Stipple or texture to blend with adjacent surfaces.
 - 4. Allow to dry in accordance with Sherwin Williams data sheet; delay topcoating should unexpected weather or surface changes occur, until the patching compound has cured thoroughly.
- c. Cracks 1/8" to 1/4":
 - 1. Saw-cut a V-groove following the configuration of the crack to accept application of the specified one-part urethane sealant.
 - 2. Rake-out with knife and clean.
 - Seal with surface conditioner.
 - 4. Install sealant.
 - 5. Allow sealant to dry in accordance with manufacturer's instructions until sealant has achieved through cure.
 - 6. Apply specified ConSeal elastomeric patching compound over the cured sealant, forming a slight crown over the center of the sealant and maintaining the crown the full length. Feather patching compound into the existing texture 2" on either side of the repair area. Stipple or texture to blend with adjacent surfaces.
 - 7. Allow to dry in accordance with manufacturer's instructions; delay topcoating should unexpected weather or surface changes occur, until the patching compound has cured thoroughly.
- d. Cracks 1/4" to 1/2", if any:

Section 09900-Painting Page 8 of 14

- 1. Saw-cut crack to create joint for backer rod and specified sealant.
- 2. Rake-out with knife and clean.
- 3. Seal with specified surface conditioner.
- 4. Fit with backer rod.
- 5. Install sealant.
- 6. Allow sealant to dry in accordance with manufacturer's instructions until sealant has cured thoroughly.
- 7. Apply specified ConSeal patching compound over the cured sealant, forming a slight crown over the center of the sealant and maintaining the crown the full length. Feather patching compound into the existing texture 2" on either side of the repair area. Stipple or texture to blend with adjacent surfaces.
- 8. Allow to dry in accordance with manufacturer's instructions; delay topcoating should unexpected weather or surface changes occur, until the patching compound has cured thoroughly

Examples of cracks to be detailed as specified above

G. Concrete, Masonry and Stucco

Note: Cracking, splitting or spalling concrete can have an adverse effect on performance of the specified coating system. Specifications for repairs, scope of work and materials should be provided by professionals experienced in this type of work. Consultation with a structural engineer company specializing in the industry of concrete restoration is suggested.

- 1. Rust Stains:
 - a. From sprinkler systems, if any:
 - 1. Remove stains with rust stain remover. Rinse and let dry.
 - b. From imbedded iron deposits, if any:
 - 1. Chip, drill or chisel out.
 - 2. Treat stain with oxalic acid.
 - 3. Seal with surface conditioner.

Section 09900-Painting Page **9** of **14**

- 4. Fill with patching compound, blending with adjacent surfaces.
- c. Rust-through from metal lath or reinforcing steel, if any:

 1.Repair as appropriate.

2. Stucco:

- a. Deteriorating stucco areas less than 2 square inches in size and 1/4" deep:
 - 1. Sound out and remove loose stucco.
 - 2. Seal with surface conditioner.
 - 3. Fill with patching compound blending with adjacent surfaces.
- b. Deteriorating stucco areas greater than 2 square inches in size and 1/4" deep:
 - 1. Sound out and remove loose stucco.
 - 2. Prime substrate with appropriate surface conditioner.
 - 3. Replace with new stucco and blend with adjacent surfaces.
 - 4. After proper cure time, seal with Hot Stucco

3.3 PROTECTION

- A. Protect elements surrounding the work of this Section from damage or disfiguration.
- B. Repair damage to other surfaces caused by work of this Section.
- C. Furnish drop cloths, shields and protective methods to prevent spray or droppings from disfiguring other surfaces.
- D. Remove empty paint containers from site.

3.4 FIELD SAMPLES

- A. Provide field sample panel 4 feet long by 4 feet wide illustrating coating color, color coverage, texture and finish.
- B. Locate where directed.
- C. Accepted sample may remain as part of the work, if surface is properly prepared.

Section 09900-Painting Page **10** of **14**

3.5 APPLICATION

Coatings should be applied based on specified wet mil film thicknesses to achieve suggested dry film thicknesses. Spread rates available on Sherwin Williams product data sheets and product labels should be used as a guideline for material estimates. Given the available data, it is the responsibility of the applicator to determine spread rates based on surface textures, profiles and porosity after required preparation. The contractor shall also be responsible for determining the number of finish coats to provide satisfactory hide and coverage without compromising the finish and performance characteristics of the products. Sherwin Williams shall not be held responsible for any quantity estimates.

- A. Apply products in accordance with Sherwin Williams recommendations.
- B. Do not apply finishes to surfaces that are not dry.
- C. Verify surface temperature is within manufacturer's specified range.
- D. Apply each coat to film thickness as recommended by Sherwin Williams.
- E. Allow applied coat to dry before next coat is applied.
- F. Apply exterior coatings using brush and roll method, unless approved otherwise by Owner.

Section 09900-Painting Page **11** of **14**

3.6 CLEANING

- A. As work proceeds, promptly remove paint where spilled, splashed or spattered.
- B. During progress of work maintain premises free of unnecessary accumulation of tools, equipment, surplus materials and debris.
- C. Collect waste, cloths and material which may constitute a fire hazard, place in metal containers and remove daily from site.

3.7 MATERIALS AND PRIMERS (unless otherwise specified at system 3.8)

- A. Surface Conditioner Concrete, Masonry and Stucco: Light Chalk SW Loxon Masonry Conditioner Clear. For New Stucco Use Loxon Full Body Primer A24 Series or Loxon XP A24 Series.
- B. Primer Bare Ferrous Metal: SW Kem Kromik Universal Metal Primer.
- C. Primer Rusted Ferrous Metal: SW **Macropoxy Pre Prime 920 Epoxy** applied at 7-13.5 mils wet/5-10 mils dry. Follow all label directions.
- D. Surface Conditioner Aluminum and Galvanized Metal: Light Chalk: **Loxon Conditioner Clear**.
- E. Patching Compound Sherwin Williams ConSeal elastomeric Waterproofing Sealant and Patching Compound, Textured or Smooth: to match and compatible with adjacent surfaces and materials; to suit application.
- F. Sealant –LOXON 1S URETHANE SEALANT: Shermax Urethane Sealant. (No Substitutions)
- G. Sealants Expansion Joints: Per engineer's specification as applicable.
- H. Backer Rod and Bond Breaker: Compatible with adjacent surfaces and materials; to suit application. Backer rod is best placed with tools specifically designed to control depth to ½".
- I. Solvent Cleaner: See data sheet for appropriate solvent for each product.
- J. Accessory Materials: Paint additives, thinners and other materials not specifically indicated but required to achieve the finishes specified; of commercial quality.

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3.8 FINISH SCHEDULE - EXTERIOR SURFACES

Coatings should be applied based on specified wet mil film thicknesses to achieve suggested dry film thicknesses. Spread rates available on Sherwin Williams product technical data sheets and product labels should be used as a guideline for material estimates. Given the available data, it is the responsibility of the applicator to determine spread rates based on surface textures, profiles and porosity after required preparation. The contractor shall also be responsible for determining the number of finish coats to provide satisfactory hide and coverage without compromising the finish and performance characteristics of the products. Sherwin Williams shall not be held responsible for any quantity estimates. WET FILM GAUGES MUST BE USED.

A. Concrete, Masonry and Stucco, Perimeter Wall -

Refer to Article 3.2 Preparation and 3.7 Materials and Primers.

- 1. Prime Coat: SW LOXON CONDITIONER (A24 Series) applied as Flood Coat
- 2. Finish: Sherwin Williams Exterior Super Paint (A89 Series)- 5 Year System

Optional Upgrade to Sherwin Williams Exterior Resilience Coating (K43 Series) – Will qualify for a seven year warranty.

B. Wall Cap -

Refer to Article 3.2 Preparation and 3.7 Materials and Primers.

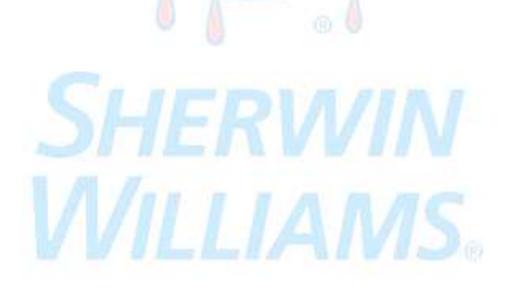
- 1. Primer: SW LOXON CONDITIONER (A24 Series) applied as Flood Coat
- 2. Intermediate Coat :Sherwin Williams Sher-Crete Flexible Concrete Waterproofer (A5 Series) applied at min 8.0 DFT per Coat.
- 3. Finish: Sherwin Williams Exterior Super Paint Satin (A89 Series)- 5 Year System.

Optional Upgrade to Sherwin Williams Exterior Resilience Coating (K43 Series) – Will qualify for a seven year warranty.

Section 09900-Painting Page **13** of **14**

- C. OPTIONS (Line Items)
- 1. Yearly Maintenance Package. (To Include Washing wall)
- 2. Contractor will bid upgrade to Resilience Coating (K43 Series) system.
- D. Exclusions -
 - 1. All Signage
 - 2. All Substrates not mentioned in the Above Specification

At End of Project Sherwin Williams Will issue Warranty based on the coating system selected.



3 4	was held on Monday,	The Board of Supervisors for Northwood Community Development District December 12, 2016 at 7:00 p.m. , at the Northwood Clubhouse located at
5	27248 Big Sur Drive, W	Vesley Chapel, Florida 33544.
6		
7	1. PLEDGE OF ALLE	GIANCE
8	N: 1 Cl	41 DI 1 CAII :
9	Nicole Chamberlain led	the Pledge of Allegiance.
l0	2. CALL TO ORDER	
l 1 l 2	2. CALL TO ORDER	
13	Nicole Chamberlain cal	led the Regular Meeting and Public Hearing of the Board of Supervisors of
14		nity Development District to order on Monday, December 12, 2016 at 7:00
15	p.m.	may 2 0 to to principle 2 is an action of 12, 2010 at 1000
16	F	
17	Board Members Prese	nt and Constituting a Quorum at the onset of the meeting:
18	Andy Mendenhall	Chairman
19	Karen Uhlig	Supervisor
20	Mimi Kilpatrick	Supervisor
21	Brian Quigley	Supervisor
22	Barbara Cruz	Supervisor
23		
24	Staff Members Present	
25	Nicole Chamberlain	Meritus
26	Josue Marquez	On-Site Personnel
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28	Vivek K. Babbar	District Counsel, Straley Robin Vericker
29		
30	One Audience Member	
31	• • • • • • • • • • • • • • • • • • • •	
32	3. AUDIENCE QUEST	TIONS AND COMMENTS ON AGENDA ITEMS
33	Trl 1.	
34	There were no audience	questions or comments at this time.
35	A VENDOD AND CTA	LEE DEDADTS
36	4. VENDOR AND STA A. District Cou	
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38 39	1. Weadt	ow Pointe II Email re: Pasco County ROW and Sidewalk Conflict
10	Kesuit	Ittoti
11	District Counsel Vivek	Babbar explained the county's responsibility in maintaining the sidewalks.
12		he Board could request that the county make the repairs, but there is no way
13		The county was asked, but they elected not to do anything at this time.
14		suggested it might be a good idea for Mr. Babbar to speak with Andy Cohen
15	-	he estimated costs of the repairs will be, so that the CDD is doing its due
16		endenhall said that perhaps they can fix the sidewalks and ask for
17		Supervisor Kilpatrick said her main concern is who is actually responsible;

December 12, 2016 Minutes of the Board of Supervisors Regular Meeting

she also asked if Mr. Babbar is aware of the previous litigation. Mr. Babbar said he was not aware, and Supervisor Kilpatrick asked if Mr. Babbar could please research the previous litigation. Supervisor Kilpatrick also asked if all this is voluntary, and Mr. Babbar answered that the CDD cannot force the county's hand.

 Supervisor Cruz asked why a deputy was attending the meeting; she also asked who is paying for the deputy to be there. Supervisor Mendenhall answered that the CDD is paying for it and then explained why the deputy is scheduled to be at the meetings. Supervisor Cruz stated that since there is only one audience member present and the deputy could be out patrolling, she would rather that he patrol instead; Supervisor Mendenhall agreed. The Board agreed that they could determine at each meeting if the deputy was needed to be present.

Supervisor Cruz asked how many other communities are aligned the same way as Northwood. Mr. Babbar and Supervisor Mendenhall both said that they do not know of any.

Supervisor Cruz also wanted to make sure that the CDD's liability is capped. Supervisor Uhlig asked if just CDD property was being discussed, and Mr. Babbar said they were referring to sidewalk to sidewalk.

The Board discussed contacting Andy Cohen to obtain estimated costs of repairs.

MOTION TO: Contact Andy Cohen to obtain estimated costs of repairs.

MADE BY: Supervisor Uhlig

MADE BY: Supervisor Uhlig SECONDED BY: Supervisor Mendenhall

DISCUSSION: None Further

RESULT: Called to Vote: Motion PASSED

5/0 - Motion Passed Unanimously

B. District Engineer

Ms. Chamberlain confirmed with Supervisor Mendenhall that the District Engineer would send an e-mail with any updates. Supervisor Mendenhall checked his email and said the first section of the repair is complete, and that the District Engineer Tonja Stewart would be on site the following day to inspect the completed work. Ms. Stewart did receive a few resident complaints, and Supervisor Cruz said that was her concern. Supervisor Uhlig and Ms. Chamberlain stated that because the work is not complete, it is not possible to make sure everything is functioning properly at this time.

5. BUSINESS ITEMS

A. Consideration of Resolution 2017-01; Re-Designation of Officers

Supervisor Uhlig said that she thought Supervisor Mendenhall should be the Chairman. Supervisors Cruz and Kilpatrick disagreed and said that the community would like to see a change, and keeping the same person as chair does not show change. Supervisor Uhlig explained the reasons why Supervisor Mendenhall should be chair.

94 MOTION TO: Approve Supervisor Mendenhall as Chairman. MADE BY: Supervisor Uhlig 95 SECONDED BY: 96 Supervisor Quigley 97 DISCUSSION: None Further 98 RESULT: Called to Vote: Motion PASSED 99 3/2 – Supervisors Cruz and Kilpatrick opposed.

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104 105 Supervisor Mendenhall said that Supervisor Uhlig should be the Vice Chairman. Supervisors Cruz and Kilpatrick disagreed. They said that keeping Supervisors Mendenhall and Uhlig in the same positions send the wrong message to the community. Supervisor Cruz said that she knows Supervisor Mendenhall has a lot of history and does this for a living, but that it would be best for the community to have someone new in these positions. Mr. Babbar then explained the roles of the different board members.

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Approve Supervisor Uhlig as Vice Chairman. MOTION TO:

MADE BY: Supervisor Mendenhall SECONDED BY: Supervisor Quigley

DISCUSSION: None Further

RESULT: Called to Vote: Motion PASSED

3/2 - Supervisors Cruz and Kilpatrick opposed.

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B. Review of Supervisor Responsibilities and Sunshine Laws

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Mr. Babbar explained the responsibilities and obligations of the Board of Supervisors along with the appropriate methods of communication. The Board requested that it be stated in the newsletter that the agenda is on the CDD website. Supervisor Cruz requested that copies of the agenda be placed on the rack by the front door.

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C. General Matters of the District

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6. CONSENT AGENDA

- A. Consideration of Minutes of the Board of Supervisors Meeting November 14, 2016
- B. Consideration of Operations and Maintenance Expenditures December 2016

129 C. Review of Financial Statements Month Ending October 31, 2016

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The Board reviewed the consent agenda items and noted that there was an error in the minutes regarding the discussion on Christmas lights. Celia Nichols's names needs to be changed to Cindy Hesselbirg.

135 MOTION TO: Approve all Consent Agenda Items with a change in the 136 137 minutes with regards to "Celia Nichols" being changed to "Cindy Hesselbirg." 138 Supervisor Mendenhall 139 MADE BY: SECONDED BY: Supervisor Uhlig 140 DISCUSSION: 141 None Further RESULT: Called to Vote: Motion PASSED 142 143 5/0 - Motion Passed Unanimously

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7. MANGAGEMENT REPORTS

A. Staff Action Item List

147 148 149

There was a request to follow up with Debby Hukill regarding the repair of the sign. Supervisor stated that quotes regarding painting of the clubhouse and other similar projects should be included with the current proposals being obtained.

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B. District Manager

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Mr. Marquez said he will check on the Christmas lights that are not working. A discussion on the Christmas lights, the amount approved, and who should be responsible followed. Supervisor Cruz suggested that perhaps they should have the HOA pay a certain amount to the CDD to help with the Christmas lights. There was also a discussion on what the current breaker could handle if the CDD wants additional lights put up.

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161 162 163 164	MOTION TO:	Have the Electrician come and look at what needs to be done; if the repair is under \$500.00 and can be completed by 12/16/16, increase the amount of Christmas lights by \$250.00.
165	MADE BY:	Supervisor Uhlig
166	SECONDED BY:	Supervisor Cruz
167	DISCUSSION:	None Further
168	RESULT:	Called to Vote: Motion PASSED
169		5/0 - Motion Passed Unanimously

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C. Field Manager's Report

1. Community Inspection Report

172 173 174

Mr. Marquez went over this report. There was a question about the landscaping and what can be done differently.

178 2. Aquatics Report 3. Sheriff's Report 179 180 181 8. SUPERVISOR REQUESTS 182 Supervisor Mendenhall asked for the meeting time to be moved from 7:00 p.m. to 6:00 p.m. 183 Supervisor Cruz said she could not get there by 6:00 p.m. because of traffic, but that 6:30 p.m. 184 would work for her. 185 186 MOTION TO: 187 Move the meeting start time to 6:30 p.m. MADE BY: Supervisor Mendenhall 188 SECONDED BY: Supervisor Uhlig 189 190 DISCUSSION: None Further **RESULT:** Called to Vote: Motion PASSED 191 5/0 - Motion Passed Unanimously 192 193 194 Supervisor Kilpatrick asked about the garbage service and the timeframe it is currently being paid. 195 She thought maybe if they paid the bill early, there would be a discount. She asked to have Ms. Hukill look at the contract. 196 197 198 Supervisor Uhlig stated that the Sheriff's reports were positive. Supervisor Kilpatrick asked if the 199 patrols could be scheduled, and Ms. Chamberlain replied that they could. Supervisor Cruz asked if it is possible to schedule at peak times. Mr. Marquez will contact Sheriff's office to do this. 200 201 202 Supervisor Kilpatrick asked to add a discussion on the roundabouts to the agenda for the next meeting. 203 204 205 9. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM 206 207 208 There was a question about the irrigation and if the construction work was finished. 209 210 10. ADJOURNMENT 211 212 MOTION TO: 213 Adjourn. MADE BY: Supervisor Mendenhall 214 215 SECONDED BY: Supervisor Cruz DISCUSSION: None Further 216 **RESULT**: 217 Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously 218

meeting by vote of the Board of Supervisors at a public
Signature
orginature
Printed Name
Title:
□ Chairman
□ Vice Chairman
Recorded by Records Administrator
Recorded by Records Hammismuor
Signature
Date
Duie

January 9, 2017 Minutes of the Board of Supervisors Regular Meeting 1 2 3 The Regular Meeting of the Board of Supervisors for Northwood Community Development District was held on Monday, January 9, 2017 at 6:30 p.m., at the Northwood Clubhouse located at 27248 4 Big Sur Drive, Wesley Chapel, Florida 33544. 5 6 7 1. PLEDGE OF ALLEGIANCE 8 9 Debby Hukill led the Pledge of Allegiance. 10 2. CALL TO ORDER 11 12 13 Debby Hukill called the Regular Meeting and Public Hearing of the Board of Supervisors of the Northwood Community Development District to order on Monday, January 9, 2017 at 6:30 p.m. 14 15 16 **Board Members Present and Constituting a Quorum at the onset of the meeting:** Andy Mendenhall Chairman 17 Karen Uhlig Vice Chairman 18 19 Mimi Kilpatrick Supervisor arrived at 6:32 p.m. 20 Brian Quigley Supervisor Barbara Cruz 21 Supervisor arrived at 6:34 p.m. 22 23 **Staff Members Present:** 24 Debby Hukill Meritus 25 Josue Marquez On-Site Personnel 26 27 There were two audience members present. 28 29 30 3. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS 31 32 There were no audience questions or comments at this time. 33 MOTION TO: Have Pasco County off-duty officer arrive at the CDD 34 meetings at 6:15 p.m., and if there are no problems at the 35 meeting, the officer will begin patrolling the community 36 starting at 6:45 p.m. 37 MADE BY: Supervisor Mendenhall 38 39 SECONDED BY: Supervisor Quigley DISCUSSION: 40 None Further **RESULT:** Called to Vote: Motion PASSED 41

3/0 - Motion Passed Unanimously

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4. VENDOR AND STAFF REPORTS

A. District Counsel

Ms. Hukill stated that Mr. Babbar reached out to MPII regarding the sidewalk lawsuit with the county. They do not have any new information at this time and are waiting to have their first meeting with new Board. MPII does not have a cost estimate for this lawsuit.

B. District Engineer

Ms. Hukill spoke with Ms. Stewart, who said she is still trying to get a vendor for the wall repair; Ms. Hukill sent her another contact to get a proposal. Ms. Hukill also said that drain work is still in in the process.

5. BUSINESS ITEMS

A. Discussion on Proposal for Lighting at the Basketball and Tennis Courts

Ms. Hukill stated that Mr. Marquez talked to Himes Electric, and they can repair the lights for less than the proposal that is in the meeting book. Himes can repair the lights for around \$8,500. Supervisor Cruz asked about adding a motion sensor for the lights. The Board discussed the lights and what time they should go off. The Board agreed to have lights go off at 9:00 pm.

MOTION TO:

Approve the Himes proposal to repair the lights, not to exceed \$8,500.

MADE BY:

Supervisor Mendenhall

SECONDED BY:

DISCUSSION:

None Further

73 RESULT:

Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

The Board also discussed putting an alarm on the gate by the clubhouse similar to the one at the pool. Mr. Marquez will look into getting the alarm for the gate.

B. General Matters of the District

6. CONSENT AGENDA

- A Consideration of
 - A. Consideration of Minutes of the Board of Supervisors Meeting December 12, 2016
 - B. Consideration of Operations and Maintenance Expenditures January 2017
 - C. Review of Financial Statements Month Ending November 30, 2016

The Board agreed to table the consent agenda items until the next meeting because the new Board members did not receive the meeting book until tonight. Supervisor Kilpatrick asked about the minutes on page 7 under Resolution for Officers; she would like that section to be reworded.

The Board asked about the late fees on the TECO invoices for \$3.62, \$28.99 and \$80.91. Ms. Hukill stated that Meritus will credit it back to the CDD.

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7. MANGAGEMENT REPORTS

A. Staff Action Item List

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Mr. Marquez went over the Christmas lights, and the Board agreed to put Christmas lights on agenda in April for discussion regarding the FY 2018 budget.

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The Board reviewed the action item list. The Board agreed not to pay for the carpet to be cleaned for the clubhouse; they would like to revisit the floor in the clubhouse when it is time for the clubhouse to be cleaned.

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B. District Manager

C. Field Manager's Report

- 1. Community Inspection Report
- 2. Aquatics Report
- 3. Sheriff's Report

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8. SUPERVISOR REQUESTS

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Supervisor Kilpatrick discussed the project list, new signs, electrical outlet cover for the front, as well as a new mailbox and lighting for the clubhouse parking lot. The Board agreed that they need more lighting for the parking lot, and Mr. Marquez will look into this matter.

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Supervisor Cruz asked about sheriff times and website time of meetings. The Board discussed the sheriff times and agreed to have a log at the guard house like they have done in the past.

119120121

Supervisor Mendenhall requested for staff to get a proposal for a new monument sign at the back entrance of the District; he said the inbound right side of the pond would be a good location.

122123

Supervisor Quigley discussed leaving the police car up front.

125126

Supervisor Uhlig already asked her questions before the meeting to help save time.

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The Board discussed the roundabouts; they talked about putting in landscaping and a sign at the roundabouts. The Board would like to see different proposals from LMP for the roundabouts.

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Supervisor Kilpatrick asked if management could ask LMP to give the HOA a discount for force mows since they are already onsite. Supervisor Cruz said she would also like to ask them to give a discount to homeowners once or twice a year on yard work, like tree trimming.

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The Board also asked about the county putting in "no commercial" signs at both entrances of District.

138 139 9. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM 140 Audience members commented about signs, yielding for traffic issues at the roundabout, and trees 141 that need to be trimmed in the front. 142 143 144 10. ADJOURNMENT 145 146 MOTION TO: Adjourn. 147 MADE BY: Supervisor Mendenhall 148 SECONDED BY: Supervisor Quigley 149 None Further 150 DISCUSSION: RESULT: Called to Vote: Motion PASSED 151 5/0 - Motion Passed Unanimously 152

	meeting by vote of the Board of Supervisors at a public
neeting held on	·
ignature	Signature
Printed Name	Printed Name
Title:	Title:
□ Secretary	□ Chairman
Assistant Secretary	□ Vice Chairman
	Recorded by Records Administrator
	Signature
	Signature
	Date
Official District Seal	

Northwood Community Development District Summary of Operations and Maintenance Invoices

	Invoice/Account		Vendor	Monthly	
Vendor	Number	Amount	Total	Budget	Comments/Description
Monthly Contract					
Aquatic Systems	0000358793	\$ 1,225.00			Lake & Wetland Services - December
Elite Care	NW 101	300.00			Carpet Cleaning - December
Monthly Contract Sub-Total		\$ 1,525.00			
Variable Contract					
Truly Nolen	059 59019323 11302016	\$ 74.90			Bi-Monthly Pest Control - 11/30/16
Variable Contract Sub-Total		\$ 74.90			
Utilities					
Pasco County Utilities	0518910 11282016	\$ 39.84			Water Service - thru 11/03/16
Pasco County Utilities	0519410 11282016	302.24	\$ 342.08		Water Service - thru 11/03/16
TECO	2198 0069580 113016	5,309.90		\$ 5,416.67	Electric Service - thru 11/30/16
Utilities Sub-Total		\$ 5,651.98			
Regular Services		4			
Regular Services Sub-Total		\$ 0.00			
Additional Services					
Florida Department of Revenue	FDR121916	\$ 16.30			Sales Tax Liability - November
Additional Services Sub-Total		\$ 16.30			
TOTAL:		\$ 7,268.18			

Approved (with any necessary revisions noted):

Northwood Community Development District Summary of Operations and Maintenance Invoices

	Invoice/Account		Vendor	Monthly	
Vendor	Number	Amount	Total	Budget	Comments/Description

Signature Printed Name

Title (check one):

[] Chairman [] Vice Chairman [] Assistant Secretary



2100 NW 33rd Street Pompano Beach, FL 33069

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

Invoice

INVOICE DATE: 12/1/2016 INVOICE NUMBER: 0000358793 CUSTOMER NUMBER: 0063291

PO NUMBER:

PAYMENT TERMS: Net 30

Northwood CDD C/O Meritus Districts 5680 W Cypress St Suite A Tampa, FL 33607

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

DEC 082016

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.	DATE:	12/1/2016
MAKE CHECKS PAYABLE TO: Aquatic Systems, Inc.	INVOICE NUMBER:	0000358793
Address Changes (Note on Back of this Slip)	CUSTOMER NUMBER:	0063291
Please include contact name and phone number	TOTAL AMOUNT DUE:	\$1,225.00

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

AMOUNT PAID:



Elite Care LLC

1876 Lake Ave SE Ste F Largo, FL 33771

Phone: 727-504-4007

Fax: 727-736-3099

Email: elitecare@msn.com

Bill To:

Northwood Clubhouse

27248 Big Sur Dr. Wesley Chapel FL

C/O

Debby Hukill

Invoice No.: NW 101

Payperiod: 12/01/16 -12/31/16

Invoice Date: 12/13/16

STORE	NO.	Description	Service Date	Monthly	Total
NW		Carpet EXT	12/11/16		\$300.00
					\$300.00
				Tax	
				Total Due	\$300.00



Wet Work Service Ticket

Store Name & Number: Northwood Clubhouse	
Address: 27248 Big Sue De. Wodey Chapel, Pl	
Phone: 727-247-5790	
Date Of Service:	
Service Type: Scrub and Recoat []	. 0
Strip and Wax []	lub man Dr
Carpet Cleaning [la Miguilia
Pressure Washing []	
Store Confirmation: Signature:	
Crew to Complete : Tech Name :	
Date Service Completed:	



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).

4506005492

PRESORT 5492 1 MB 0.416 P1C27

վՈվուդերերունյունը ԱրիբլՈիիքուհինիրինինինիվի

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

Customer Number: Invoice Date: Invoice Due Date:

Total Due:

Amount Enclosed: Office Use Only

Amount Inv# 590117189 74.90

059-59019323 11/30/2016 12/16/2016 \$74.90

Total Due \$74.90

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

<u>Իրկիսիիիգոհարթակարակվինիիի</u>գորելիլորմ

00800590193230005901171890000000000000000000000000007490

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 Service Address: 059-59019323 11/30/2016 12/16/2016

Total Due:

27248 Big Sur Dr Wesley Chapel FL 33544-6656

\$74.90

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

Important Messages



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

TRULYNOLEN.COM • 813-232-3237

Service for Northwood CDD	Current Charge	Tax	Total Due
Pest Bi Monthly Commercial 11/01/2016 Inv# 590117189	70.00	4.90	74.90
DEC 05 2016			
DI FAC	SE PAY THIS AMOUNT		\$74.90

Current 1-30 Days 31-60 Days 61-90 Days Over 90 Days 74.90 74.90 0.00 0.00 0.00

LAND O' LAKES **NEW PORT RICHEY** DADE CITY

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



Approved 12/27/2016 by dthomas

utilcustserv@pascocountyfl.net

7026

NORTHWOOD CDD

Service Address: 1406 CALADESI DR

Bill Number: Billing Date:

8288758

11/28/2016

Billing Period: 10/6/2016 to 11/3/2016

Account #	Customer #
0518910	01307961
Please use the 15-digi making a payment	

Service	Meter#	Meter # Previous		Curr	ent	# of Days	Consumption
		Date	Read	Date	Read		in thousands
Water	08200645	10/6/2016	9	11/3/2016	9	28	0
	Usag	e History			Trar	nsactions	
	Water						
November 2016	0			Previous Bill			36.22
October 2016	0			Past Due			36.22
September 2016	0			Current Transacti	ons		
August 2016	0			Water			
July 2016	0			Water Base C	harge		7.83
June 2016	0			Sewer			
May 2016	1			Sewer Base 0	Charge		17.34
April 2016	0			Reclaimed	. 5 0		
March 2016	1				ater Base Charg	je	6.08
February 2016	0			Adjustments Backflow Fee			4.07
January 2016	0			Late Payment			4.97
December 2015							3.62
Jecember 2015	0			Total Current Tra	insactions		39.84
		DEC 01	2016	TOTAL BALA	NCE DUE		\$76.06
				*Past due balance	e is delinguent a	and subject to furth	ner fees and



Please return this portion with payment

immediate disconnect.

TO PAY ONLINE, VISIT pascoeasypay.pascocountyfl.net

Customer # 01307961 Past Due 36.22 **Current Transactions** 39.84 **Total Balance Due** \$76.06

Account #

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

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

Round Up Donation to Charity Amount Enclosed

Due Date

☐ 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

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

0518910

12/15/2016

LAND O' LAKES NEW PORT RICHEY DADE CITY

Previous

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

Current

utilcustserv@pascocountyfl.net

Consumption

Service Address: 27248 BIG SUR DR

Bill Number: Billing Date: 8284212

Billing Period:

Service

11/28/2016

Meter #

10/6/2016 to 11/3/2016

Account #	Customer #
0519410	01058581

Please use the 15-digit number below when making a payment through your bank

051941001058581

of Days

		Date	Read	Date	Read		in thousands
Water	08776192	10/6/2016	2475	11/3/2016	2494	28	19
	Usag	je History				Transactions	
	Water						
November 2016	19			Previous Bill			281.85
October 2016	20			Past Due			281.85
September 2016	22			Current Transacti	ons		
August 2016	30			Water			
July 2016	34			Water Base C	harge		39.15
June 2016	48			Water Tier 1	1	9.0 Thousand gallons X \$2.70	51.30
May 2016	42			Sewer			
April 2016	25			Sewer Base C		St. Change Carlot Company of the Company of the	86.70
March 2016	23			Sewer Charge	es 1	9.0 Thousand gallons X \$5.10	96.90
February 2016	22			Adjustments Late Payment	Charge		28.19
January 2016	44			Total Current Tra			302.24
December 2015	28			TOTAL BALA	NCE DUE		\$584.09

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

DEC 01 2016



Please return this portion with payment

TO PAY ONLINE, VISIT pascoeasypay.pascocountyfl.net

Account # 0519410 Customer # 01058581 Past Due 281.85 Current Transactions 302.24

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

Total Balance Due	\$584.09
Due Date	12/15/2016
dead to the first	

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.

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

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

Visit our Web site at tampaelectric.com

November Billing Information:

NORTHWOOD CDD 702 FRANKLIN ST N TAMPA FL 33602-4429 Account Number 2198 0069580

Statement Date Nov 30, 2016

Account Activity Previous Balance Payments Received - Thank You

Explanation Charge

5,394.01

101441

-5,394.01 As of November 30, 2016

\$0.00

\$5,228.99

Total

New Charges Due by Summary Bill Due Date

December 14, 2016

SUMMARY BILL

Please see attached for account billing details Amount not paid by due date may be assessed a late payment charge.

This Month's Detail Charges Late charge as of 11/22/16 @ 1.5% On \$5,394.01 80.91 **Total Miscellaneous Charges**

\$80.91 **Total Due** \$5,309.90

Customer Service - Business Hillsborough Co: 813.228.1010. All Other: 1.866.TECO.BIZ (866.832.6249

DEC 05 2016



Account No. 2198 0069580

New Charges \$5,309.90 Payable by Dec 14

Total Bill Amount \$5,309.90

To ensure prompt credit, please return stub portion of this bill with your payment. Make check payable to Tampa Electric.

101441

Mail Payment To: P.O. Box 31318 Tampa, FL 33631-3318

Inflathalladadhaaddaddadddadddadddddddd NORTHWOOD CDD c/o DISTRICT MANAGEMENT SVCS 2005 PAN AM CIR STE 120 TAMPA FL 33607-2529

Northwood CDD District Check Request Form

Nov-16

Today's Date

12/19/2016

District Name

Northwood CDD

Check Amount

16.30

Payable to

Florida Department of Revenue (Sales Tax)

Mailing Address

5050 W. Tenessee St.

Tallahassee, FL 32399

Check Description

Sales Tax Liability - November

Special Instructions Give check to Devin Thomas to mail with return.

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

Approved Signature

Jun Cerl

Fund G/L

001

36900-0017

Northwood CDD Deposits - General Fund

November-16

				Clubhouse							
<u>Date</u>	<u>Total</u>	Tax Collecto	<u>r</u>	Rental	Lot	Closings	Pool Card	<u>s</u>	Misc.		
11/2/2016	220.00			200.00					20.00		
	0.00										
	0.00										
	0.00										
1	\$ 220.00	\$ -	\$	200.00	\$	-	\$ -		\$ 20.00 \$	-	\$
Sales Tax	\$ 220.00	\$ -	\$	200.00	\$	÷	\$ -		\$ 20.00 \$	- V	\$ -
Sales Tax at 8.%	\$ 220.00			200.00		0.00		00	\$ 20.00 \$	0.00	\$ 0.00

February 2017 Meeting

Northwood Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Monthly Budget	Comments/Description
Monthly Contract					
Bella Pool Service	6384	\$ 980.00			Pool Cleaning - December
Bella Pool Service	6533	980.00	\$ 1,960.00		Pool Cleaning - January
Landscape Maintenance Professional, Inc.	116487	5,634.38			Landscape Maintenace - January
Landscape Maintenance Professional, Inc.	117326	5,634.38	\$ 11,268.76		Landscape Maintenance - February
Meritus Districts	7717	4,935.69			Management Services - January
Meritus Districts	7753	4,941.12	\$ 9,876.81	\$ 4,791.67	Management Services - February
OLM	30976	390.00			Landscape Inspection - December
Pasco Sheriff's Office	1 10 17 2016 00827	2,240.00			Off Suty Patrol - November
Pasco Sheriff's Office	111 22 2016 00931	1,480.00	\$ 3,720.00	-	Off Duty Patrol - December
Monthly Contract Sub-Total		\$ 27,215.57			
Variable Contract				- 1	
Stantec	1138670	\$ 217.50		= = :	Professional Services - thru 12/09/16
Straley Robin Vericker	13968	1,180.56	-		Professional Services - thru 12/15/16
Variable Contract Sub-Total		\$ 1,398.06			1
Utilities					
Progressive Waste Solutions of FL, Inc.	0003429003	\$ 5,409.50		-	Waste Services - January
Utilities Sub-Total		\$ 5,409.50		1	-
Regular Services	F 7			- 1	
	_	\$ 0.00			

February 2017 Meeting

Northwood Community Development District Summary of Operations and Maintenance Invoices

_	Invoice/Account		Vendor	Monthly	
Vendor	Number	Amount	Total	Budget	Comments/Description
Josue Marquez	JM122116	\$ 80.00			Reimbursement for Personal use of Phone
Landscape Maintenance Professional, Inc.	117015	750,00		-	Pine Tree Removal - 1/13/17
Landscape Maintenance Professional, Inc.	117029	404.59	\$ 1,154.59	7	Irrigation Repairs - 1/14/17
Additional Services Sub-Total		\$ 1,234.59			
TOTAL:		\$ 35,257.72			

Approved (with any necessary revisions noted):

Signature Printed Name

Title (check one):

[] Chairman [] Vice Chairman [] Assistant Secretary

Bella Pool Service LLC

Invoice

1324 Seven Springs Blvd Suite #188 Trinity, FL 34655

Date	Invoice #
12/16/2016	6384

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.	Pr	roject
	Net 15		12/16/2016				
Quantity	Item Code		Description	on	Price E	ach	Amount
	Commercial Pool	DECEMBE	R; Full service cleaning	pool 3x weekly		980.00	980.0

Bella Pool Service LLC

Invoice

1324 Seven Springs Blvd Suite #188 Trinity, FL 34655

Date	Invoice #
1/17/2017	6533

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		1/17/2017				
Quantity	Item Code		Description	on	Price	Each	Amount
	Commercial Pool		all service cleaning p	ool 3x weekly		980,00	980.00
Phoi	ne#	<u> </u>	E-ma	ail	Tota	al	\$980.00





PO Box 267 Seffner, FL 33583

813-757-6500 813-757-6501

Invoice

Date	Invoice #	
1/1/2017	116487	

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

Property Information				

Services for the month of January 2017

Description		Qty	Rate	Amount
MONTHLY MAINTENANCE - BASI MONTHLY MAINTENANCE - PERI PAY		1	4,225.78 1,408.60	4,225.78 1,408.60
	The state of the s	A - 1 - 15 S		
The second secon			Total	\$5,634.38
Thank you for allowing us to serve your	Terms	Due Date	Payments/Credits	\$0.00
eeds. We greatly appreciate your business.	Net 30	1/31/2017	Balance Due	\$5,634.38





PO Box 267 Seffner, FL 33583

813-757-6500 813-757-6501

Invoice

Date	Invoice #	
2/1/2017	117326	

- 1

Property Informati	on		
		-	÷.

Services for the month of February 2017

Description		Qty	Rate	Amount
MONTHLY MAINTENANCE - BASE	EPAY	1	4,225.78	4,225.78
MONTHLY MAINTENANCE - PERF PAY		To the second se	1,408.60	1,408.60
			Total	¢5 624 28
			TOLAI	\$5,634.38
	Terms	Due Date	Payments/Credits	\$0.00
	Net 30	3/3/2017	Balance Due	\$5,634.38

Meritus Districts

2005 Pan Am Circle Suite 120 Tampa, FL 33607

Solutions for Better Communities.

Invoice Number: 7717 Jan 1, 2017

Invoice Date: Page:

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

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

Ship to:	

Custo	omer ID	Customer PO	Paymen	t Terms
North	hwood		Net	Due
Sales	Rep ID	Shipping Method	Ship Date	Due Date
		Best Way		1/1/17
Quantity	Item	Description	Unit Price	Amount
	D110	District Management Considers (a.		4.70

Quantity	Item	Description	Unit Price	Amount
	DMS Postage	District Management Services - January Postage - November		4,791.66 35.28
725.00	Copies - B/W	Copies: B/W - November	0.15	108.75
		\longrightarrow		
		DX101		

Check/Credit Memo No:

Subtotal	4,935.69
Sales Tax	
Total Invoice Amount	4,935.69
Payment/Credit Applied	
TOTAL	4,935.69

Meritus Districts

2005 Pan Am Circle Suite 120 Tampa, FL 33607

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

Northwood CDD 2005 Pan Am Circle

Tampa, FL 33607

Bill To:

Ste 120

Monitora
Meritus
Districts
Solutions for Better Communities.

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Щ	EN.	V	U	В	U	

Invoice Number: 7753

Invoice Date:

Feb 1, 2017

Page:

Ship to:

Custon	ner ID	Customer PO	Payment Te	rms
Northy	vood		Net Due	
Sales R	tep ID	Shipping Method	Ship Date	Due Date
		Best Way		2/1/17
Quantity	Item	Description	Unit Price	Amount
	DMS Postage Copies - B/W	District Management Services - February Postage - December Copies: B/W - December	0.15	4,791.66 14.16 135.30
		Subtotal Sales Tax		4,941.12
		Total Invoice Amount		4,941.12
Check/Credit Mem	ao No:	Payment/Credit Applied		-45,000
Sheck/Credit Men	IO INO.	TOTAL	1	4,941.12

Approved 2/1/2017 by dpatel

OLM, Inc.

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

Invoice

Date	Invoice #
1/9/2017	30976

Bill To

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

JAN 1 3 2017

P.O. No.	Terms	Due Date
	Net 30	2/8/2017

Description	Amount
MONTHLY LANDSCAPE INSPECTION CONDUCTED AT NORTHWOOD CDD ON 1/4/1 PAUL WOODS	
PLEASE INCLUDE INVOICE NUMBER ON YOUR CHECK	Total \$390.00



Final Invoice for Northwood CDD

INCLUDE WITH PAYMENT INV# 1-10/17/2016-00627 INVOICE CREATED# 10/17/2016 4:00:00 PM PRINTED DATE# Tuesday, January 3, 2017

Pasco Sheriff's Office ATTN: Secondary Employment Office Administrator Address: 8700 Citizen Drive

City/State/Zip: New Port Richey, FL 34654

Josue Marquez

2005 Pan AM Circle Drive, Suite 120

Tampa, Florida 33607

Preliminary	Invoice	Totals	Details

Preliminary Invoice Totals Details	Amount(\$)
Invoice Employee Total:	\$2,560,00
Invoice Equipment Total:	\$0,00
Invoice Total:	\$2,560,00

Payments Received as of this Date If REFUND, the Payment Date reflects date refund initiated.

Check Number Payment Date Payment Amount(\$) NO Payments Received as of this Date

Final Invoice Total Based on Actual Services Rendered:

Final Invoice totals for:	Amount(\$)
Employee Total:	\$2,240.00
Equipment Total:	\$0.00
Invoice Total:	\$2,240.00

Services Rendered Detail, when NC exists in the employee hours, that employee has NOT CLOSED their assignment; once closed may result in Invoice Adjustment later.

An Employee Name showing as | Placeholder - Unfilled, Block Shift - A | indicates assignment went unfilled.

Service Date	Employee	Job Name	Start Time	Hrs Wrkd	Billed Rate	EMP Fees
11/5/2016	RIYAD, JOHN - 4216	Northwood CDD	00:15	4	\$40.00	\$160.00
11/7/2016	BENTON, TROY - 2927	Northwood CDD	04:00	4	\$40.00	\$160.00
11/8/2016	WALKER, SARAH - 4164	Northwood CDD	06:00	4	\$40.00	\$160.00
11/10/2016	BLICKER, EVAN - 4902	Northwood CDD	01:00	4	\$40.00	\$160.00
11/12/2016	CABBAGE, CLINT - 2096	Northwood CDD	22:00	4	\$40.00	\$160.00
11/14/2016	SCOLES III, ROBERT - 2071	Northwood CDD	18:30	4	\$40.00	\$160,00
11/16/2016	KEMPINK, KERRY - 4284	Northwood CDD	18:00	4	\$40.00	\$160,00
11/17/2016	THEODORE, DOUGLAS - 2650	Northwood CDD	20:00	4	\$40.00	\$160,00
11/18/2016	KMIEC, RYAN - 1760	Northwood CDD	00:15	4	\$40.00	\$160.00
11/21/2016	WALKER, SARAH - 4164	Northwood CDD	05:00	4	\$40.00	\$160.00
11/22/2016	HUGHES, SHANE - 4183	Northwood CDD	23:00	4	\$40.00	\$160.00
11/26/2016	HUGHES, SHANE - 4183	Northwood CDD	02:00	4	\$40.00	\$160.00
11/27/2016	CABBAGE, CLINT - 2096	Northwood CDD	20:00	4	\$40.00	\$160.00
11/30/2016	HUGHES, SHANE - 4183	Northwood CDD	23:00	4	\$40.00	\$160.00

Invoice Employee Total:	\$2,240.00
Equipment Total:	\$0.00
Invoice Total:	\$2 240 00

Legend of abbreviations used

EMP = Employee VEH = Vehicle A = Administrative

Note about final invoices:

1. The Preliminary estimate totals are based on the service request as scheduled.

2. This FINAL invoice reflects the fees for ANY ACTUAL services rendered, the related charges and may not match a preliminary estimate.

The reason, some shifts may have gone unfilled and are not billed. Some shifts may have been worked longer than estimated resulting in more hours worked, this a higher than estimated related costs. If vehicles or other equipment request is used more or less than requested those fees would adjust accordingly.

If you have any questions please contact us as soon as possible. Should you have a dispute, you should call and email in your concern and it will be researched.

Questions regarding Invoice charges please contact:

Contact: Pasco Sheriff's Office Telephone: 727-844-7795 Email: PascoCountySheriffst

PascoCountySheriffsOffice@ServiceRequests.us

Questions regarding Payment please contact:

Contact: Pasco Sheriff's Office
Telephone: 727-844-7795
Email: PascoCountySheriffs(

PascoCountySheriffsOfficeFiscal@ServiceRequests.us

Make Checks Payable TO: Pasco Sheriff's Office

INV. #:I-10/17/2016-00827 (Please include Inv.# in check comment) Tuesday, January 3, 2017 Invoice Total: \$2,240.00 Invoice For: Northwood CDD Payment Terms: Due on Receipt

MAIL Checks TO: Pasco Sheriff's Office ATTN: Pasco Sheriff's Office Address: 8700 Citizen Drive

Clty/State/Zip: New Port Richey, FL 34654

Amount of Payment:__

INCLUDE WITH PAYMENT INV# I-11/22/2016-00931 INVOICE CREATED# 11/22/2016 9:12:00 AM PRINTED DATE# Tuesday, January 3, 2017

Pasco Sheriff's Office ATTN: Secondary Employment Office Administrator Address: 8700 Citizen Drive City/State/Zip: New Port Richey, FL 34654

Josue Marquez 2005 Pan AM Circle Drive, Suite 120

Tampa, Florida 33607

Preliminary Invoice Totals Details

Preliminary Invoice Totals Details	Amount(\$)
Invoice Employee Total:	\$1,800.00
Invoice Equipment Total:	\$0.00
Invoice Total:	\$1,800.00

Payments Received as of this Date If REFUND, the Payment Date reflects date refund initiated.

Check Number	Payment Date	Payment Amount(\$)
NO Paym	ents Received	as of this Date

Final Invoice Total Based on Actual Services Rendered:

Final Invoice totals for:	Amount(\$)
Employee Total:	\$1,480.00
Equipment Total:	\$0.00
Invoice Total:	\$1,480.00

Services Rendered Detail, when NC exists in the employee hours,

that employee has NOT CLOSED their assignment; once closed may result in Invoice Adjustment later.

An Employee Name showing as | Placeholder - Unfilled, Block Shift - A | indicates assignment went unfilled.

Service Date	Employee	Job Name	Start Time		Billed Rate	EMP Fees
12/3/2016	FOSTER, JEFFERY - 5068	Northwood CDD	23:45	4.5	40,00	\$160.00
12/6/2016	SEEMANN, MICHAEL - 3955	Northwood CDD	18:00	4 \$	40.00	\$160.00
12/10/2016	HUGHES, SHANE - 4183	Northwood CDD	03:00	4.5	40.00	\$160.00
12/12/2016	MADDEN, ARTHUR - 3848	Northwood CDD	19:00	43	40.00	\$160.00
12/13/2016	KEMPINK, KERRY - 4284	Northwood CDD	18:00	45	40.00	\$160.00
12/16/2016	HUGHES, SHANE - 4183	Northwood CDD	23:45	45	40.00	\$160.00
12/26/2016	FITTS, DEREK - 4982	Northwood CDD	18:00	45	50.00	\$200.00
12/28/2016	HUGHES, SHANE - 4183	Northwood CDD	22:00	43	40.00	\$160.00
12/30/2016	FOSTER, JEFFERY - 5068	Northwood CDD	21:00	45	40.00	\$160.00

Invoice Employee Total:	\$1,480.00
Equipment Total.	\$0.00
Invoice Total:	\$1,480.00

Legend of abbreviations used

EMP = Employee VEH = Vehicle A = Administrative

Note about final Invoices:

1. The Preliminary estimate totals are based on the service request as scheduled.
2. This FINAL invoice reflects the fees for ANY ACTUAL services rendered, the related charges and may not match a preliminary estimate.

The reason, some shifts may have gone unfilled and are not billed. Some shifts may have

been worked longer than estimated resulting in more hours worked, this a higher than estimated related costs. If vehicles or other equipment request is used more or less than requested those fees would adjust accordingly.

If you have any questions please contact us as soon as possible. Should you have a dispute, you should call and email in your concern and it will be researched.

Questions regarding Invoice charges please contact:

Contact: Pasco Sheriff's Office Telephone: 727-844-7795

Email: PascoCountySheriffsOffice@ServiceRequests.us

Questions regarding Payment please contact:

Contact: Pasco Sheriff's Office Telephone: 727-844-7795

Email: PascoCountySheriffsOfficeFiscal@ServiceRequests.us

Make Checks Payable TO: Pasco Sheriff's Office

INV. #.I-11/22/2016-00931 (Please Include Inv.# in check comment) Tuesday, January 3, 2017 Invoice Total: \$1,480.00 Invoice For. Northwood CDD Payment Terms: Due on Receipt

MAIL Checks TO: Pasco Sheriff's Office ATTN: Pasco Sheriff's Office Address: 8700 Citizen Drive City/State/Zip: New Port Richey, FL 34654

Amount of Payment:



INVOICE

Page 1 of 1

Invoice Number Invoice Date Purchase Order Customer Number Project Number 1138670 December 15, 2016 215600254 83333 215600254

Bill To

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

DEC 212016

Please Remit To

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

Project 05312-CDD-002 - Northwood CDD

Project Manager

Current Invoice Total (USD)

Stewart, Tonja L 217.50 For Period Ending

December 9, 2016

Follow up with contractor regarding underdrain installation

Top Task

217

2017 FY General Consulting

Professional Services

	Total Fees & Disbursements		-	217.50
Top Task Subtotal	2017 FY General Consulting			217,50
	Subtotal Professional Services	1.50		217.50
	Stewart, Tonja L	1.50	145.00	217.50
Category/Employee	E. Company	Hours	Rate	Amount

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

PLEASE INCLUDE INVOICE # WITH PAYMENT **

Thank you.



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 December 21, 2016
Client: 001026
Matter: 000001
Invoice #: 13968

Page: 1

RE: General Matters

For Professional Services Rendered Through December 15, 2016

SERVICES

Date	Person	Description of Services	Hours	
11/21/2016	LH	PREPARE LETTERS AND PACKAGES TO M. KILPATRICK, B. CRUZ AND B. QUIGLEY, NEWLY ELECTED SUPERVISORS, RE MEMOS AND PAMPHLET ON FLORIDA SUNSHINE LAWS, PUBLIC RECORDS AND TEXTING.	1.2	
11/28/2016	LH	FINALIZE LETTERS AND PACKAGES TO M. KILPATRICK, B. QUIGLEY AND B. CRUZ RE FLORIDA'S SUNSHINE LAWS, PUBLIC RECORDS LAWS AND TEXTING; PREPARE EMAIL TO DISTRICT MANAGER TRANSMITTING COPIES OF SAME.	0.6	
12/9/2016	VKB	REVIEW AGENDA PACKET; REVIEW AND REPLY TO EMAIL FROM D. HUKILL.	0.4	
12/12/2016	VKB	PREPARE FOR AND ATTEND BOARD MEETING.	3.2	
		Total Professional Services	5.4	\$1,170.00

PERSON RECAP

Person	1	Hours	Amount
VKB	Vivek K. Babbar	3.6	\$900.00
LH	Lynn Hoodless	1.8	\$270.00

December 21, 2016
Client: 001026
Matter: 000001
Invoice #: 13968

Page:

2

\$1,180.56

DISBURSEMENTS

Date	Description of Disbursements		Amount
11/28/2016	Postage		\$4.71
12/15/2016	Photocopies (39 @ \$0.15)		\$5,85
		Total Disbursements	\$10,56
		Total Services	\$1,170.00
		Total Disbursements	\$10.56
		Total Current Charges	\$1,180.56

PAY THIS AMOUNT

Please Include Invoice Number on all Correspondence



PROGRESSIVE WASTE SOLUTIONS OF FL, INC. 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		DESCRI	PTION	REFERENCE	QUANTITY	AMOUNT
12/25/16	(0001) 11 0.45YD	Northwood Cl NORTHWOO Basic Service 1/1/2017-1/31 Site Total	DD PALMS BLVD WESLI Charge	EY CHAPEL, FL		1,00	5409.50 5409.50
Account	Invoice 12/25/		Invoice # 0003429003	Reference		Total T	his Invoice 409.50
Status	Curr \$5,40	ent	31 - 60 Days \$5,409.50	61 - 90 Days \$0.00	Over 90 Days \$0.00	Total Acc	ount Balance ,819.00

Remarks:

JAN 042017



**** 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.

Q 0015656



PROGRESSIVE WASTE SOLUTIONS OF FL, INC. PASCO HAULING 6800 OSTEEN ROAD NEW PORT RICHEY FL 34653

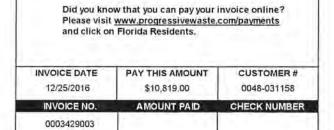
ADDRESS SERVICE REQUESTED

To ensure proper credit, please include customer number on check. *** DUE UPON RECEIPT ***

0015392 01 SP 0.465 **SNGLP TO 0 1212 33607-

հոհուհահահահահահուհահետևուհահուհահուհ

Northwood CDD c/o District Management Se 5680 W. Cypress Street Suite A Tampa ,FL 33607-1775



أعاليا المنابا المالية المالية المالية المنابا المسالية المالية

PROGRESSIVE WASTE SOLUTIONS OF FL, INC. PO BOX 5278 CAROL STREAM IL 60197-5278

NORTHWOOD CDD DISTRICT CHECK REQUEST FORM

Today's Date <u>12/21/16</u>

District Name Northwood CDD

Check Amount: \$80.00

Payable to: Josue Marquez

Mailing Address: Northwood CDD

Check Description: Reimbursement for Personal use of Phone

Special Instructions: Please print on separate check.

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

Approved Signature

Olakill

DM

Mileage

Total:

Fund - G/L - Obj. Code: 001-57200-4626

Amount:

Phone Use 11/16-12/16

Fund - G/L - Obj. Code: 001-57200-4905

Amount: \$80.00

\$80.00

CK # Date

Northwood CDD

	MARQUEZ, JOSUE			12/21/2016
	Employee Name			Date Submitted
			Dollar Amount	
Date of			Mileage @ .54 per	
Occurrence	Location	# of Miles	mile*	Explanation
			4	
	NOVEMBER PHONE		\$ 40.00	
	DECEMBER PHONE		\$ 40.00	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
	t		\$ -	
			\$ -	
		_	\$ -	
			\$ -	
		_	\$ -	
			\$ -	
		1	\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
	Total	0	\$ 80.00	
	1.010		Ψ 00.00	P
		1	1 22.42	
expense Re	port Totals:	0	\$ 80.00	
Manager's A	oproval			9
na lago 3 A	ppioral			
Managing Di	rector's Approval			
	ALTERNATION OF THE PROPERTY OF			



PO Box 267 Seffner, FL 33583

813-757-6500 813-757-6501

Invoice

Date	Invoice #
1/13/2017	117015

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

Estimate #	Work Order #	PO / PA #
36325	,	

Description			Rate	Amount
Proposal to remove 1 dead pine tree near will be for cutting down the tree stump gr disposal		se this		1
One slash pine cut, stump grind and dispo	osal		750.00	750.00
Northwood CDD				
Northwood CDD			Total	\$750.00
Thank you for allowing us to serve your	Terms	Due Date	Payments/Credits	\$0.00
Thank you for allowing us to serve your needs. We greatly appreciate your business.	Net 30	2/12/2017	Balance Due	\$750.00



PO Box 267 Seffner, FL 33583

813-757-6500 813-757-6501

Invoice

Date	Invoice #
1/14/2017	117029

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

Property Infor	mation	

Esti	mate	#	

Work Order#

PO/PA#

		Qty	Rate	Amount
Irrigation repair completed on 1-12-2017				
Irrigation parts		1	67.09	67.09
Labor: 2 men @ \$ 75.00 per hour		4.5	75.00	337.50
Repair main line damaged by construction	n.	ASSAULTONIA TONICATURA (TATALONICA)		
Carlyle monument by La Jolla Way			Total	\$404.59
Carlyle monument by La Jolla Way Thank you for allowing us to serve your needs. We greatly appreciate your business.	Terms	Due Date	Total Payments/Credits	\$404.59 \$0.00

Construction		age by company
Irrigation Service/Pro	posal F	Request

Irrigation Servic	e/Proposal Request
Property: Northwool's	DATE 1-12-17
Location	
earlyte Manument by	La Jolla way
Emergency?	
Work Ordered By:	
Field Contact if any:	
Phone	FSR/PROPOSAL#
Materials needed: labor 2 1 1/2 slip fix x 1 \$ 12.56 1" To 1 1/2 Tot x 1 \$ 2.55 wire 1 1/2 90° X 7 \$ 13.30 Black la 1 1/2 Pipex 8FL \$ 8.56 1" Pipe 1" slip fix x 2 \$ 12.44"	145 Single strand & 15 Ft \$3.15 white wholes x 6 \$6.48
1" slip Fix x 2 \$ 12.44" 1" coupling x 5 \$ 3.95"	
Foreman: Kersh P.	Special Tools Needed:
Manager Dowid M.	Lubor \$337.50
Date Completed	Material \$67.89
Total Man Hours	
Inspected by	11111111111
Date	John \$ 404.59

Financial Statements (Unaudited)

Period Ending December 31, 2016



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

Balance Sheet

As of 12/31/2016 (In Whole Numbers)

	General Fund	Debt Service Fund	General Fixed Assets Account Group	General Long-Term Debt Account Group	Total
Assets					
Cash-Operating Account	799,483	0	0	0	799,483
Cash-Suntrust Credit Card	(1,225)	0	0	0	(1,225)
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	274,390	0	0	274,390
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	153,087	0	0	153,087
Investments - Interest Acount 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 ₇₆

Balance Sheet

As of 12/31/2016 (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	427,477	427,477
Amount To Be Provided-Debt Service	0	0	0	(147,477)	(147,477)
Total Assets	1,045,791	427,477	8,383,792	280,000	10,137,060
Liabilities					
Accounts Payable	292,971	0	0	0	292,971
Accounts Payable - Other	2,417	0	0	0	2,417
Credit Card Payable	0	0	0	0	0
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	295,388	0	0	280,000	575,388
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	357,971	268,792	0	0	626,763
Total Fund Equity & Other Credits Contributed Capital	750,403	427,477	8,383,792	0	9,561,672
Total Liabilities & Fund Equity	1,045,791	427,477	8,383,792	280,000	10,137,060

Statement of Revenues and Expenditures

General Fund - 001

From 10/1/2016 Through 12/31/2016 (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	529,813	(68,859)	(12)%
Brought Forward	•	•	` ' '	,
Miscellaneous	50,950	0	(50,950)	(100)%
Interest Earnings	•		` ' '	,
Interest Earnings	750	372	(378)	(50)%
Other Miscellaneous Revenues			` '	. ,
Miscellaneous	300	20	(280)	(93)%
Clubhouse Rentals	2,500	650	(1,850)	(74)%
Total Revenues	653,173	530,856	(122,317)	(19)%
Expenditures				
Legislative				
Supervisor Fees	15,000	3,600	11,400	76 %
Financial & Administrative				
District Manager	57,500	14,375	43,125	75 %
District Engineer	5,000	711	4,289	86 %
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	374	626	63 %
Public Officials Insurance	1,800	2,950	(1,150)	(64)%
Legal Advertising	800	248	552	69 %
Bank Fees	600	143	457	76 %
Dues, Licenses & Fees	600	783	(183)	(31)%
Office Supplies	200	121	79	40 %
Legal Counsel				
District Counsel	10,000	2,296	7,704	77 %
Electric Utility Services				
Electric Utility Services	60,000	15,779	44,221	74 %
Garbage/Solid Waste Control Services				
Garbage Collection	58,500	16,229	42,272	72 %
Water-Sewer Combination Services				
Water Utility Services	7,000	1,468	5,532	79 %
Other Physical Environment				
Field Staff	80,000	14,812	65,188	81 %
Property & Casualty Insurance	10,000	6,093	3,907	39 %
Landscape Maintenance - Contract	104,185	20,293	83,892	81 %
Landscape Maintenance - Other	10,000	21,768	(11,768)	(118)%
Lake Repairs & Maintenance	16,500	3,675	12,825	78 %
Plant Replacement Program	10,000	1,489	8,511	85 %
Irrigation Maintenance	5,000	70	4,930	99 %
Asset Repairs & Maintenance	4,631	0	4,631	₇₈ 100 %

Statement of Revenues and Expenditures

General Fund - 001

From 10/1/2016 Through 12/31/2016 (In Whole Numbers)

	Annual Budget	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
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	27,400	(2,400)	(10)%
Parks & Recreation				
Security Patrol	31,417	4,520	26,897	86 %
Pool Repairs & Maintenance	18,000	2,940	15,060	84 %
Cabana Maintenance	1,800	0	1,800	100 %
Clubhouse Supplies	5,000	2,084	2,916	58 %
Clubhouse Maintenance	3,200	1,619	1,581	49 %
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	0	3,000	100 %
Facility Telephone and Internet Service	5,500	755	4,745	86 %
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	172,884	480,288	74 %
Subtotal: Rev Over / (Under) Exp Subtotal (OFS): Rev Over / (Under) Exp	0	357,971 0	357,971 0	0 % 0 %
Total: Revenues Over / Under Expenditures	0	357,971	357,971	0 %

Statement of Revenues and Expenditures

Debt Service Fund - 200

From 10/1/2016 Through 12/31/2016 (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	274,390	(16,310)	(6)%
Interest Earnings				
Interest Earnings	0	2	2	0 %
Total Revenues	290,700	274,392	(16,308)	(6)%
Subtotal: Rev Over / (Under) Exp Exp - Other Financing Sources	290,700	274,392	(16,308)	(6)%
Debt Service Payments				
Interest Payments	5,700	5,600	100	2 %
Principal Payments	285,000	0	285,000	100 %
Total Exp - Other Financing Sources	290,700	5,600	285,100	98 %
Subtotal (OFS): Rev Over / (Under) Exp	(290,700)	(5,600)	285,100	(98)%
Total: Revenues Over / Under Expenditures	0	268,792	268,792	0 %

Northwood Community Development District Reconcile Cash Accounts

Summary

Cash Account: 10101 Cash-Operating Account

Reconciliation ID: 12/31/16 Reconciliation Date: 12/31/2016

Status: Locked

Bank Balance	772,422.30
Less Outstanding Checks/Vouchers	12,031.14
Plus Deposits in Transit	39,091.36
Plus or Minus Other Cash Items	0.00
Plus or Minus Suspense Items	0.00
Reconciled Bank Balance	799,482.52
Balance Per Books	799,482.52
Unreconciled Difference	0.00
	-

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: 12/31/16
Reconciliation Date: 12/31/2016

Status: Locked

Outstanding Checks/Vouchers

Document Number	Document Date	Document Description	Document Amount	Payee
3436	3/13/2014	System Generated Check/Voucher	184.70	Elvis DaGama
3794	3/19/2015	System Generated Check/Voucher	184.70	Elvis DaGama
3901	7/1/2015	System Generated Check/Voucher	184.70	Burnis Kilpatrick
3927	7/23/2015	System Generated Check/Voucher	184.70	Burnis Kilpatrick
4016	10/15/2015	System Generated Check/Voucher	184.70	Burnis Kilpatrick
4101	1/22/2016	System Generated Check/Voucher	184.70	Burnis Kilpatrick
4182	4/28/2016	System Generated Check/Voucher	184.70	Burnis Kilpatrick
4232	6/24/2016	System Generated Check/Voucher	200.00	Burnis Kilpatrick
4298	8/17/2016	System Generated Check/Voucher	1,000.00	Prager & Co., LLC
4395	12/21/2016	System Generated Check/Voucher	1,225.00	Aquatic Systems, Inc.
4398	12/21/2016	System Generated Check/Voucher	302.24	Pasco County Utilities Services
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
4405	12/22/2016	System Generated Check/Voucher	31.77	Debby Hukill
4410	12/22/2016	System Generated Check/Voucher	200.00	Mimieaux Kilpatrick
4411	12/22/2016	System Generated Check/Voucher	769.73	Northwood CDD
4413	12/22/2016	System Generated Check/Voucher	5,409.50	Progressive Waste Solutions of FL, Inc.
4415	12/22/2016	System Generated Check/Voucher	600.00	Karen E. Uhlig
4416	12/22/2016	System Generated Check/Voucher	400.00	William J. Bryson
Outstanding Checks/Vo	ouchers		12,031.14	

Northwood Community Development District Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash-Operating Account

Reconciliation ID: 12/31/16 Reconciliation Date: 12/31/2016

Status: Locked

Outstanding Deposits

Deposit Number	Document Number	Document Date	Document Description	Document Amount
	CR250	12/19/2016	Tax Revenue Distribution Thru 12/19/16	39,091.36
Outstanding Deposits				39,091.36
				-

SUNTRUST BANK PO BOX 305183 NASHVILLE TN 37230-5183



Page 1 of 6 36/E00/0175/0/42

12/31/2016 0000

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			Accoun	t Number			12/0	Statement Period 1/2016 - 12/31/2016
Description Beginning Balance Deposits/Credits Checks Withdrawals/Debits Ending Balance			Amount \$78,941.35 \$757,717.99 \$59,626.38 \$4,610.66 \$772,422.30	Description Average Balance Average Collected Balance Number of Days in Statement Period Annual Percentage Yield Earned Interest Paid Year to Date			Amount \$347,736.91 \$347,693.20 31 .04% \$160.16	
Deposits/ Credits	Date 12/09 12/09	Amount Serial # 450.00 191,521.15	Descrip DEPOSI DEPOSI	Γ 12/23		Amount 565,735,06	Serial #	Description DEPOSIT
	12/30	11.78	INTERES	ST PAID THIS STATEM	ENT THRU	12/31		
	Deposits/Credits:	4		Total Items Deposite	d: 9			
Checks	Check Number 4353 *4364 4365 *4370 4371 4372 4373 4374 *4379 *4381 4382 Checks: 32 * Indicates break in ch	Amount Date Paid 120.00 12/22 1,225.00 12/02 200.00 12/27 54.72 12/07 487.01 12/06 281.85 12/01 36.22 12/01 3,040.00 12/02 200.00 12/16 980.00 12/13 500.00 12/13	Check Number 4383 4384 4385 4386 4387 4388 4389 4390 4391 *4393 4394 eck may have bee	50.00 12,000.00 485.00 34.20 74.90 5,309.90 15,400.00	Paid 3 12/12 8 12/08 0 12/22 0 12/21 0 12/14 6 12/12 0 12/13 0 12/19 0 12/23		ectronic/ACH	Amount Paid 300.00 12/22 39.84 12/29 74.90 12/27 200.00 12/28 215.73 12/29 200.00 12/28 3,837.10 12/27 600.00 12/29 28.19 12/29 305.75 12/30
Withdrawals/ Debits	Date Paid 12/09	Amount Serial # 1,544.83	Descr ELECT					
	12/12	200.00		CADD DUDOLLACE T		1/10		

12/13

12/19

12/20

12/21

12/22

209.98

240.71

49.84

44.91

90.67

TARGET

ELECTRONIC/ACH DEBIT

CHECK CARD PURCHASE TR DATE 12/12

ACCOUNT ANALYSIS FEE CHECK CARD PURCHASE TR DATE 12/19

THE HOME DEPOT #6311 TAMPA FL CHECK CARD PURCHASE TR DATE 12/21 TARGET 00013821 WESLEY CHAPELFL

00013821 WESLEY CHAPELFL

STB CREDIT CARD PAYMENT 448848110901072

NOW-360 Action Item

Date February
District Northwood

#	Action Item Description	Respons ible	Open Date	Status	
1	Wall Repair	TS	January	Open	
2	Wall Repairs (front Entrance and caps)	DH	October	Open	
3	New lights for the boulevard island.	JM	December	Open	Aproved
4	Have off-duty officer at CDD meetings at 6:15 pm	JM	January	Open	
5	Change basketball and tennis lights to go off at 9:00 pm.	JM	January	Closed	
6	Alarm for gate by clubhouse. (Same alarm as pool gate)	JM	January	Open	Waiting on proposal
7	TECO credit for late fees of \$3.62, \$28.99, \$80.91	JP	January	Open	
8	Lighting for clubhouse parking lot	JM	January	Open	Scheduled for install with court lights
9	Repair lighting for basketball and tennis courts.	JM	January	Open	Board approved, NTE \$8,500
10	Look at sensors for basketball and tennis court lights.	JM	January	Open	Proposal sent and aproved
11	Proposals for new monument at back entrance.	JM	January	Open	Right side by the pond
12	Work with HOA on new signs	DH	January	Open	Mimi has information
13	Proposals from LMP for round-a-bouts	DH	January	Open	Board would like rocks, plants, sign
14	Painting proposals for wall	JM	January	Open	
15	Contact sheriffs department about guard log. Place log at guard station.	JM	January	Open	
16	Install electrical cover at the front entrance.	JM	January	Open	
17	Add Christmas lights to April agenda for budget discussion.	ВС	January	Closed	
18	Website up to date with new meeting time and supervisors	ВС	January	Closed	
19	Send board project, wish list. Make sure always in meeting book behind staff action item list.	ВС	January	Closed	

Northwood CDD Property Priority Maintenance List

					COST OF PROJECT E=ESTIMATED
1	WAL	L REPAIRS			P=PROPOSED
	A.	FRONT ENTRANCE	APPROVED AT OCTOBER'S MTG.	SCHEDULED FOR 3RD WEEK IN NOV.	P 4,500.00
	В	WALL CAPS	APPROVED AT OCTOBER'S MTG	SCHEDULED FOR 3RD WEEK IN NOV.	P 2,000
	С	ENTIRE WALL REPAIR	TWO PROPOSALS AND COLOR CHOICES INCLUDED IN NOV. BOO	OK	P 40,000
II.	BALL (COURTS RESURFACING			E 10,000
III.	LAND	SCAPE UPGRADES	ONGOING		
NO	RTHV	vood wish lis	г		COST OF PROJECT
					E=ESTIMATED
					P=PROPOSED
I.		SIGNAGE			
	Α.	SECONDARY ENTRANCE			E 18,000
	В.	DECORATIVE STREET SIG	INS		E 53,000
II.	CLUBI	HOUSE UPGRADES			
	A.	NEW FLOORING			E 19,000
	B.	FURNITURE			E 5,000
	C.	POOL FURNITURE (MOR	E)		E 8,000
III.	OTHE	R			
	A.	FOUNTAIN AT OTHER EN	ID OF NORTHWOOD PALM	1 S	E11,000
		E7,500			
		?			
		LED LIGHTS AND DECOR	ATIVE LIGHT POLES THROU	JGH	?
		OUT THE COMMUNITY			
	В.	VILLAGE MONUMENT LI	GHTING		



Meritus Districts

MONTHLY AMENITIES INSPECTION GRADESHEET January

AMENITIES

	MAXIMUM VALUE	CURRENT VALUE	CURRENT DEDUCTION	REASON FOR DEDUCTION
CLUBHOUSE CARPET	5	5	0	
CLUBHOUSE WALLS	5	5	0	
CLUBHOUSE FURNITURE	5	3	-2	Starting to show wear and tear
CLUBHOUSE EQUIPMENT	5	5	0	
POOL /POOL EQUIPMENT	5	5	0	
DECKING/WALKWAYS/PARKING	5	4	-1	Gum removed from sidwalk
COURTS	5	3	-2	* ask Board
POOL FURNITURE/EQUIPMENT	5	5	0	
FIRST AID/SAFETY ITEMS	5	5	0	
SIGNAGE (rules, pool, playground)	5	5	0	
PLAYGROUND EQUIPMENT	5	5	0	
SHADE STRUCTURE AND TABLES	5	5	0	
RESTROOMS	5	5	0	
STREET LIGHTING	5	5	0	ALL LIGHTS ON DURING INSPECTION ON MAIN BLVD
ACCECC & MONITORING OVERTIME	_	_		
ACCESS & MONITORING SYSTEM	5	5	0	
IT/SECURITY SYSTEMS	5	5	0	
TRASH RECEPTACLES	5	5	0	
CLUBHOUSE EXTERIOR	5	5	0	
SAFETY AND SECURITY	5	5	0	
STORAGE AREAS	5	5	0	
TOTAL	100	95	-5	94%



Site: Northwood

Jan 31 2017

MONUMENTS AND SIGNS					
LIGHTING		20	20	0	n/a
CLEAR VISIBILITY (Landscaping)		20	20	0	
PAINTING		20	16	-4	Please Paint the Walls!!
CLEANLINESS		20	20	0	
GENERAL CONDITION		20	18	-2	
	TOTALS	100	94	-6	93%
HIGH IMPACT LANDSCAPING					
ENTRANCE MONUMENT		25	24	-1	Landscape looks good
CLUBHOUSE		25	25	0	
SUBDIVISION MONUMENTS		25	24	-1	
MAIN BOULEVARD		25	24	-1	
	TOTALS	100	97	-3	97%
HARDSCAPE ELEMENTS					
WALLS/FENCING		25	18	-7	
SIDEWALKS		25	25	0	
SPECIALTY MONUMENTS		25	25	0	na
STREETS		25	24	-1	
	TOTALS	100	92	-8	92%

Grand Totals 300 283 -17 94%



Meritus Districts

Monthly Pond Maintenance Inspection

Site: Northwood

Date: 1-Feb-17

	MAXIMUM VALUE	CURRENT VALUE	CURRENT DEDUCTION	REASON FOR DEDUCTION
			· · · · · · · · · · · · · · · · · · ·	
DEBRI	20	19	-1	BETTER
	20	10	-2	
INVASIVE MATERIAL (FLOATING)	20	18	-2	
INVASIVE MATERIAL (SUBMERSED)	20	20	0	
			T	
FOUNTAINS/AERATORS	20	19	-1	R . SIDE FOUNTS BRAKER IS OUT/ON ORDER
DEGIDARI E DI ANTO	20	18	-2	
DESIRABLE PLANTS	20	10	-2	
TOTALS	100	94%	-6	94%

TOTAL



NORTHWOOD CDD

LANDSCAPE INSPECTION February 1, 2017

ATTENDING:
JOSUE MARQUEZ – NORTHWOOD CDD
SAM TILLIS _ LMP
PAUL WOODS– OLM, INC.

SCORE: 90%

NEXT INSPECTION March 1st, 2017 AT 8:30 AM

CATEGORY I: MAINTENANCE CARRYOVER ITEMS FROM 01/04/17

- 5. Clubhouse entrance: Replace the 2 Dwarf Allamanda under warranty.
- 10. West pond: Prune the dead wood from the Shoreline Wax Myrtles.

CATEGORY II: MAINTENANCE ITEMS

1. Replace under warranty the failed seasonal color.

CLUBHOUSE

- 2. Around the dumpster enclosure: Avoid excessive line trimming, it has resulted in damage and loss of turf.
- 3. Near the wood stockade fence at the trash enclosure at the light pole 218: Replace under warranty areas of line trimmer damage St. Augustine turf.
- 4. Entrance: Control aphids on the Podocarpus.

COMMONS

- 5. Barrington Village monument: Monitor the recovery of the Stromanthe from the recent cold damage.
- 6. Remove the windfall and debris from the beds.
- 7. Along the north perimeter right of ways: Remove the palm volunteers on the Elaeagnus hedge rows.
- 8. Barrington Village monument: Remove the Potato Vine growing into the Stromanthe.

CALADESI PARK

9. At the street side Oak: Prune the downward growing limbs being struck by the service vehicles.

BOULEVARD

10. The new planting at the Carlyle monument: Replace the failed Allamanda under

warranty.

- 11. Along the sidewalk seating area at the west pond: Prune the dead wood from the Wax Myrtles.
- 12. Along the County Line Road frontage at the Northwood monument sign: Improve the condition of the newly installed materials.
- 13. Along County Line Road/ Northwood intersection: With a line trimmer detail the asphalt edge exposing the painted stripe.
- 14. Remove the crack weeds in the Miami curbs.
- 15. Coordinate with Josue the painting schedule, making sure the Elaeagnus and the Wax Myrtles are prune back far enough to complete the painting services.

CATEGORY III: IMPROVEMENTS – PRICING

1. Provide a price to remove the dead Pine near the Rose Garden at the south end of the Boulevard.

CATEGORY IV: NOTES TO OWNER

1. There appears to be vandalism to the electrical light at the Northwood monument sign at the east end of County Line Road.

CATEGORY V: NOTES TO CONTRACTOR

1. Review the seasonal color quantities in the areas where the perennials have been installed. Modifying the seasonal color calendar to include appropriate spacing and selection.

PGW:kn

cc: Josue Marquez josue.marquez@merituscorp.com
Debby Hukill debby.hukill@merituscorp.com
Scott Carlson scott.carlson@lmppro.com
Sam Tillis sam.tillis@lmppro.com
Jason Liggett Jason.liggett@lmppro.com

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		
TURF INSECT/DISEASE CONTROL	10		
PLANT FERTILITY	5	2	New planting at County Line
WEED CONTROL – BED AREAS	10	2	Palm volunteer
PLANT INSECT/DISEASE CONTROL	10		
PRUNING	10		
CLEANLINESS	10		
MULCHING	5		Top dress rock areas
WATER/IRRIGATION MANAGEMENT	15		
CARRYOVERS	5	1	5 10
B. SEASONAL COLOR/PERENNIAL MAINTENANCE	VALUE	DEDUCTION	REASON FOR DEDUCTION
VIGOR/APPEARANCE	10	10	Failed color \strike beds and schedule replacement.
INSECT/DISEASE CONTROL	10		
DEADHEADING/PRUNING	10		
MAXIMUM VALUE	145		

0	
M	
Inc.	

Date 2-1-17	Score: <u>90</u>	_Performance Payment TM %100
Contractor Signature:		
Inspector Signature:		
Property Representative Signature:	MM	<u>\</u> .

975 Cobb Place Blvd., Suite 304, Kennesaw, GA 30144 Phone: 770.420.0900 Fax: 770.420.0904 www.olminc.com

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		
TURF INSECT/DISEASE CONTROL	10		
PLANT FERTILITY	5	2	New planting at County Line
WEED CONTROL – BED AREAS	10	2	Palm volunteer
PLANT INSECT/DISEASE CONTROL	10		
PRUNING	10		
CLEANLINESS	10		
MULCHING	5	1	Top dress rock areas
WATER/IRRIGATION MANAGEMENT	15		
CARRYOVERS	5		5 10
B. SEASONAL COLOR/PERENNIAL MAINTENANCE	VALUE	DEDUCTION	REASON FOR DEDUCTION
VIGOR/APPEARANCE	10	10	Failed color \strike beds and schedule replacement.
INSECT/DISEASE CONTROL	10		
DEADHEADING/PRUNING	10		
MAXIMUM VALUE	145		

0	
V	
Inc.	

Date 2-1-17	_Score: <u>90</u>	_Performance Payment TM %
Contractor Signature:		
Inspector Signature:		
Property Representative Signature:	MM	<u>``</u>

975 Cobb Place Blvd., Suite 304, Kennesaw, GA 30144 Phone: 770.420.0900 Fax: 770.420.0904 www.olminc.com



SERVICE COMMUNICATION REPORT

Property Name: No	orthwood's CDD	Service Date:	01/23/17	_				
The following property make any questions about				u				
TURF BED MAINT.		FERTILIZATION	IRRIGATIO	IRRIGATION				
Mowing XXXXX Edging Curbs XXXXX Edging Beds XXXXX Weedeating XXXXX	Pruning Hedging XXXXX Weeding XXXXX Tree Pruning Palm Pruning	Turf Trees Shrubs Annuals 12-0-0	Inspection Adjustments Repairs Other					
PLANTING	CLEANUP	PEST CONTROL						
Annuals Shrubs Mulch	Trash Blowing Off Leaves Debris	TURF Insects Disease Weeds	TREES Insects Disease					
Other	Other	SHRUBS Insects Disease	OTHER Fire Ants Weed Beds	xxxxxx				
COMMENTS, AREA WHI	CH REQUIRE SPECIAL	ATTENTION OR WORK:						
crew 122 mowed the entire site hard and soft edge and whipped and blew off. The crew also								
mowed the bahia ponds on the west side of the site. The crew deatiled section 2 and 3								
also pulling weeds. The crew worked on the OLM punch list. All ponds where whipped.								

RECEIVED BY:

SERVICE PROVIDED BY:

DATE





Northwood CDD Waterway Inspection Report

Reason for Inspection: Routine Scheduled

Inspection Date: 2/2/2017

Prepared for:

Mr. Brian Howell Community Association 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. 33rd Street, Pompano Beach, FL 33069 1-800-432-4302







Comments: Site looks good Site #22 looks good. No signs of invasive perimeter grasses or algae observed.







Comments: Site looks good

Site #17 looks great. New growth of Arrowhead is emerging along the southeast bank.







Comments: Site looks good

Site #14 shows no signs of perimeter grasses or algae. Moderate amounts of debris from nearby palm trees were observed to be in the pond. Once these materials break down they can aid in algal growth.







Comments: Normal growth observed

Site #13 has minimal growth of Torpedograss and Pennywort around the perimeter. Growth observed is not outside of normal standards in between treatment visits.







Comments: Normal growth observed Site #19 has minimal amounts of perimeter Torpedeograss growth. A native beneficial vegetation known as Blue Flag Iris can be seen growing in front of the weir.







Comments: Normal growth observed

Site #4 is experiencing significant reductions in water level at this time. The middle of the pond is almost completely dry. Minimal amounts of surface filamentous algae was observed however some growth is to be expected with shallow depths.







Comments: Site looks good Site #5 has seen a significant reduction in algal activity. The littoral shelf portion of the pond is completely dry at this time.







Comments: Site looks good

Perimeter grasses are well under control on site #7. Bulrush located on the littoral shelf remain healthy although soil conditions are dry at this time.

Northwood CDD Waterway Inspection Report







Comments: Site looks good

Site #28 has been well maintained in regards to the Slender Spikerush located around the perimeter. Beneficial Arrowhead clusters look to be in good health.







Comments: Requires attention

Site #8 will require attention in regards to the surface filamentous algae. Treatments will occur during the next routine maintenance visit.







Comments: Site looks good Site #10 looks great! No issues were observed.

Management Summary

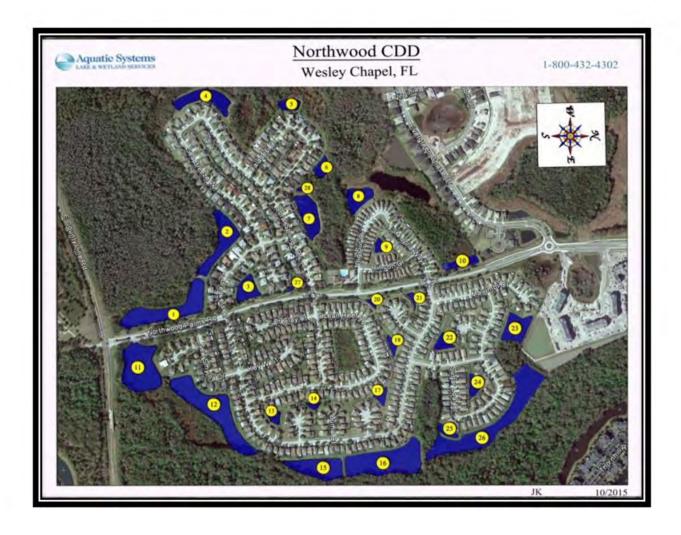
Waterways within the Northwood community are in excellent shape. Decreased water levels are still being experienced in the majority of the ponds, however a significant reduction of algal activity was observed during the inspection. Site #5 in particular has gone from total coverage of surface filamentous algae to almost no algal activity at all. Sites #17 and #28 are both showing new growth of a Arrowhead clusters around the perimeter. Blue Flag Iris, a native beneficial plant was observed to be growing quite well on site #19, as we enter the spring season, more propagation of these plants will occur. Site #8 will require treatments for surface filamentous algae during the next routine maintenance visit. Typically results from treatment can be seen within 10-14 days of the treatment date.

Recommendations/Action Items

-Continue promotion of beneficial vegetation such as Arrowhead and Blue Flag Iris.

-Site #8 to begin treatments for surface filamentous algae.

Thank You for choosing Aquatic Systems Inc.!



JANUARY LOG

Date of Work: 01/06/2017
 Event Number: 2017009649

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: verbal warning Narrative of events that took place during the time worked: Patrol neighborhood. Checked out at multiple addresses to inform them of open garage doors. Conducted one traffic stop of suspicious vehicle.

• Date of Work: 01/09/2017

Event Number: 2017013419

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

Number of field interview reports: 0

Number of parking tickets: 2

Amount of time running radar: 120 min

The other types of violations to report, such as trespassing, written warnings are: 10 total written warnings

Narrative of events that took place during the time worked: I stopped by the clubhouse and was told the meeting time had changed without notifying us. Instead I patrolled the neighborhood. During the time I ran radar for approximately 2 hours. I conducted traffic stops for various violations. The one speeder was going 38mph in a 30. Others ran a stop sign and had equipment violations. I then issued 8 written warning for parking in the street and 2 tickets for violators who were previously warned. No major incidents occurred during this shift.

• Date of Work: 01/10/2017

Event Number: 2017015146

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: Attended board meeting. Roving patrols, no activity observed.

• Date of Work: 01/13/2017

Event Number: 2017020875

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

Number of field interview reports: 0

Number of parking tickets: 1
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 community. provided traffic control/security. did not observe any speeders or traffic violators, suspicious people or vehicles. 1 county ordinance citation issued for illegal parking.

• Date of Work: 01/15/2017

Event Number: 2017023158

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: 2 hours

The other types of violations to report, such as trespassing, written warnings are: 4

Narrative of events that took place during the time worked: On 1/15/17 at 1300 hours I arrived in the community and contacted the listed subject to report for duty. Upon contact I left a message on the answering machine. I patrolled the community and made myself known to the residents. I then took a static position at the club house while numerous vehicles were parked there. Afterwards while patrolling, I assisted fire rescue with a call which evolved into a domestic dispute which I assisted another deputy on Sugar Loaf. I then observed numerous parking violations which I distributed warnings. I took a static position and ran radar at two locations along Northwood Palms Blvd.

• Date of Work: 01/18/2017

Event Number: 2017028236

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: 180

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

Narrative of events that took place during the time worked: I conducted traffic stops on a few vehicles who were speeding in the neighborhood and issued written or verbal warnings. I patrolled the community to make my presence known. I went the areas of the school bus stops to ensure safety of the children. No major incidents occurred during this shift.

• Date of Work: 01/21/2017

Event Number: 2017034309

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

Number of field interview reports: 2

Number of parking tickets: 0
Amount of time running radar: 0

The other types of violations to report, such as trespassing, written warnings are: 19

Narrative of events that took place during the time worked: I patrolled the area and observed multiple vehicles parked in the road. None of these vehicles had been issued prior warnings and as such were not issued citations on this date. I conducted multiple building checks on homes under construction in order to ensure they had not been trespassed in or tampered with. I made contact with a subject who was riding on a bicycle without attached reflective lights who advised he was visiting a friend in the area. I conducted a field interrogation report and confirmed that the friend does live in the area. I observed two vehicles in the clubhouse parking lot at 0200 hours. The vehicles were not occupied and the hoods were cold. A field interrogation report was completed.

• Date of Work: 01/23/2017

Event Number: 2017036914

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: 180

The other types of violations to report, such as trespassing, written warnings are: 7 written warnings 1 citation

Narrative of events that took place during the time worked: Made contact with citizens who advised the majority of their issues were traffic related. I ran radar throughout the community issuing 7 written warnings and 1 ticket for speeding. There were no major incidents that occurred during this tour of duty.

• Date of Work: 01/26/2017

Event Number: 2017042992

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

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 arrived on duty at 2200 hours and I responded to the clubhouse. The key for the closet was not in the lock box. I checked the front doors of main clubhouse and building was secure. The men's bathroom in front of pool was unsecured and could not be locked. I conducted patrols throughout the neighborhood. While patrolling I periodically ran radar on Northwood Palms. No issues during shift.

• **Date of Work**: 01/31/2017

Event Number: 2017050542

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 neighborhood and did not observe any suspicious activity.