

# Northwood Community Development District

## Board of Supervisors

Mimieaux Kilpatrick, Chairman  
Brian Quigly, Vice Chairperson  
Barbara Cruz, Assistant Secretary  
Jennifer Inman, Assistant Secretary  
Brian Munari Assistant Secretary

Gene Roberts, District Manager  
Vivek Babbar, District Counsel  
Tonja Stewart, District Engineer  
Jen Lavelle, On-site Manager

## Regular Meeting Agenda

Monday, May 08, 2023, at 6:30 p.m.

The Regular Meeting of the Northwood Community Development District will be held on **May 08, 2023, at 6:30 p.m. at the Northwood Clubhouse located at 27248 Big Sur Drive Wesley Chapel, FL 33544.** Please let us know at least 24 hours in advance if you are planning to call into the meeting. Following is the agenda for the meeting:

*All cellular phones and pagers must be turned off during the meeting.*

**Call In Number: 1 305 224 1968**

**Meeting ID: 872 9918 2158**

**Passcode: 882315**

**Zoom: <https://us06web.zoom.us/j/87299182158?pwd=UWxWNkRhbjU1NWWhNM3NPbTdJbYt5dz09>**

## REGULAR MEETING OF BOARD OF SUPERVISORS

### 1. PLEDGE OF ALLEGIANCE

### 2. CALL TO ORDER

### 3. VENDOR REPORTS

- A. District Counsel
- B. District Engineer
  - i. Follow up Northwood Entrance

### 4. BUSINESS ITEMS

- A. Annual Notice of Qualified Electors ..... Tab 01 Page 02
- B. Discussion on Review of Fiscal Year 2024 Proposed Budget
- C. Acceptance of Board of Supervisors Resignation - Jennifer Inman ..... Tab 02 Page 03
- D. Discussion on Resident Resume for Open Board Seat ..... Tab 03 Page 04
- E. Discussion on Follow up Diversifying Funds
- F. Discussion on Four Square
- G. Discussion on Plant Invoice
- H. Discussion on Supervisor request on Agenda Items
- I. General Matters of the District

### 5. CONSENT AGENDA

- A. Consideration of Minutes of the Regular Meeting April 10, 2023, ..... Tab 04 Page 05
- B. Consideration of Operations and Maintenance Expenditures March 2023 ..... Tab 05 Page 11
- C. Review of Financial Statements Month Ending March 31, 2023, ..... Tab 06 Page 71

### 6. STAFF REPORTS

- A. District Manager
- B. Onsite Manager ..... Tab 07 Page 85
  - i. Employee Task Sheet
  - ii. Onsite Manager Reports
  - iii. Community Inspection Reports

### 7. BOARD OF SUPERVISORS REQUESTS AND COMMENTS

### 8. ADJOURNMENT

We look forward to speaking with you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 873-7300.

Sincerely,

*Mimi Kilpatrick*

District Chairman

## District Office

Inframark  
2005 Pan Am Circle Suite 300  
Tampa, Florida 33607  
(813) 873 – 7300

## Meeting Location:

Northwood Clubhouse  
27248 Big Sur Drive  
Wesley Chapel, Florida 33544

**NORTHWOOD  
COMMUNITY DEVELOPMENT DISTRICT**

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District Office ♦ 2005 Pan Am Circle ♦ Suite 300 ♦ Tampa, Florida 33607 ♦ (813) 873-7300 ♦ Fax (813) 873-7070

April 13, 2023

Supervisor of Elections Office  
PO Box 300  
Dade City, FL 33526

**Re: Northwood CDD Registered Voters**

To Whom It May Concern:

Pursuant to Section 190.006, Florida Statutes, I am writing to request a letter from your office stating the total number of registered voters within the **Northwood Community Development District as of April 15, 2023**. Please forward this information to our office as soon as you can so that the required disclosure can be made at the next scheduled Board of Supervisors meeting.

If you need any additional information or have any questions, please feel free to contact me at 813-873-7300. Thank you for your assistance with this matter.

Sincerely,

Gene Roberts  
District Manager

Date: 4/10/23

Re: Letter of Resignation

Dear CDD Supervisors,

I regret to inform you that I have decided to resign from the Northwood CDD board of supervisors effective immediately. I had already decided I was not going to run again in the next election and was hoping to carry out the rest of my four- year term. However, my full-time job is requiring me to travel more and other family priorities have been taking up more of my time this year than I thought. I do not see my availability improving anytime soon so as a result I feel I cannot give the proper time that I need to serve the community as a supervisor on this board.

I also will no longer be able to chair the infrastructure committee. However, I am willing to attend the next few meetings (as a non-board member) to help transition this committee to a new Board member that might want to take over this role.

My personal suggestion as an excellent person to fill my CDD Seat #3 position would be Gerson Perez. He has been a very active member of the community as well as the infrastructure committee. I am not sure if he is interested in being on the CDD but if he is I think he would be a great fit to carry out the rest of my term.

I am proud to call Northwood my home and I am sad to leave this position, but this decision is what is best for myself and family at this time. Thanks so much for understanding.

Thanks,

A handwritten signature in black ink, appearing to read "Jennifer Inman". The signature is stylized with a large initial "J" and a long, sweeping underline.

Jennifer Inman

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## Summary

I am a bilingual, (English/Spanish) customer service driven, sales and product development professional with elite financial management skills of which includes over 20 years in the financial services industry, six years in the mobile telecommunication field, and six years in real estate mortgage lending.

## Professional Experience

### **RE Florida Homes, LLC, Wesley Chapel**

#### **Real Estate Sales Professional**

2018 to Current

Provide Real Estate sales and leasing consultation for Residential, Commercial, and Land Development.

- Military & Corporate Relocations
- Short Sales, Foreclosures, and Loss Mitigations
- Residential and Commercial Land development

### **USAA, Tampa Florida**

#### **Mortgage Loan Officer/ Financial Foundations MX**

2012 to 2018

Assist members with home buying and refinancing needs using our vast highly competitive products. In doing so, I live our mission with every member contact and exceptional member experience.

- Acquired in deep knowledge of all mortgage products that USAA has available to our membership.
- Create a comfortable conversation flow in order to discover needs and be able to deepen our relationship with our members through our products and services.
- Make recommendations based on a needs assessment process in order to close the deal, deepen our relationship, and create a win-win situation for both our membership and company.
- Actively participate in our team meetings to bring my peers up to speed with business changes and also compliance issues.
- Currently the liaison for our member satisfaction Gall-Up committee. It is my goal that my team reaches our company goal of 94%-member satisfaction; while not compromising any regulatory compliance policy.

## **Community Boards- Public Service**

#### **Home Owner Association Volunteer**

##### ***Northwood of Pasco***

2021 to Current

- Vice President

##### ***Barrington @ Northwood of Pasco***

2021 to Current

- Vice President

##### ***Northwood of Pasco CDD Infrastructure Committee***

2022 to Current

- Lead Volunteer

## **EDUCATION/ CERTIFICATION**

Bob Hough School of real Estate Certification – April 2018  
Mortgage Bankers Association Certification- August 2014

Southern New Hampshire University Online  
(Expected completion Spring 2024 – Bachelors in International Business Management)



**MINUTES OF THE REGULAR MEETING**

The Regular Meetings of the Board of Supervisors for Northwood Community Development District was held on **Monday, April 10, 2023, at 6:30 p.m.** at the Northwood Clubhouse located at 27248 Big Sur Dr., Wesley Chapel, Florida, 33544 and via Zoom at <https://zoom.us/j/94237096324> with **Meeting ID 942 3709 6324.**

**1. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**2. CALL TO ORDER**

Gene Roberts called the Regular Meetings of the Board of Supervisors of the Northwood Community Development District to order on **Monday, April 10, 2023, at 6:30 p.m.**

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

Mimi Kilpatrick	Chair
Brian Quigley	Supervisor
Brian Munari	Supervisor
Barbara Cruz	Supervisor

**Staff Members Present:**

Gene Roberts	District Manager, Inframark
Jen Lavelle	Facility Manager

There were one (1) resident audience members present and two representatives from LMP.

**3. PRECISION SIDEWALK REPRESENTATIVE**

A representative from Precision Sidewalk gave a brief presentation on grinding trip hazards on the sidewalks. He will provide a proposal by the next meeting.

**4. VENDOR AND STAFF REPORTS**

**A. District Counsel**

**B. District Engineer**

**C. District Manager**

**i. Community Inspection Report**

**ii. Employee Task Sheet**

**iii. Clubhouse Calendar**

**iv. Asset Management**

**v. Committee Volunteers**

The District Counsel and District Engineer were not present and no staff reports currently.

The Board reviewed the inspection reports and Ms. Lavelle went over the task sheets and event calendar.

Supervisor Quigley requested that task sheets can be typed instead of handwritten.

Supervisor Cruz requested that the timers on the two fountains at the entrance be synchronized.

The Board decided they do not need an asset committee.

## **5. BUSINESS ITEMS**

### **A. Discussion on Aquatics Management Agreement Proposal**

The Board reviewed the proposal from Aquatic Weed Control and Sitex Aquatics. They asked staff to reach out to AWC to see if they will reduce their monthly fee proposal by \$50 and will they maintain the aerator.

MOTION TO:	Approve proposals from Aquatic Weed Control and Sitex Aquatics.
MADE BY:	Supervisor Quigley
SECONDED BY:	Supervisor Cruz
DISCUSSION:	Aquatics requested staff to reach out to AWC to see if they will reduce their monthly fee proposal by \$50 and if they can continue maintain the aerator. If agreed motion to hire AWC.
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion Passed Unanimously

### **B. Discussion on Flock Security System Workshop**

Supervisor Kilpatrick stated she would like to hold a workshop to explain the new surveillance cameras. The Board decided to combine it with the infrastructure workshop.

### **C. Discussion on Bench Shades**

Ms. Lavelle will work on getting proposals for installing shade structures.

### **D. Discussion on Summer Pool Monitor**

The Board decided to hire a pool monitor for \$14.00 dollars per hour and 14 hours a weekend for 10 weeks starting on May 27<sup>th</sup>, 2023.

MOTION TO: Approve to hire a pool monitor for \$14.00 dollars per hour and 14 hours a weekend for 10 weeks starting on May 27th, 2023.

MADE BY: Supervisor Kilpatrick

SECONDED BY: Supervisor Quigley

DISCUSSION: None Further

RESULT: Called to Vote: Motion PASSED

4/0 – Motion Passed Unanimously

#### E. Discussion on Community submission doe Project Ideas

Supervisor Kilpatrick said the Board needs to send in their project wish list by May's meeting for Budget purposes.

#### F. Discussion on Memorial Brick

Supervisor Kilpatrick stated she's found a vendor to purchase the bricks from and explained the process of getting them installed and engraved. The Board decided to hold off until September.

#### G. General Matters of the District

A discussion ensued regarding the Fire Marshal Inspection.

Mr. Roberts told the Board that he received a proposal from Don Harrison Enterprises for \$17,625 to repair the violations listed on the recent Inspection. The Board requested staff to get two additional proposals and proceed with the lowest cost.

MOTION TO: Request staff to get two additional proposals and proceed with the lowest cost.

MADE BY: Supervisor Quigley

SECONDED BY: Supervisor Kilpatrick

DISCUSSION: None Further

RESULT: Called to Vote: Motion PASSED

4/0 – Motion Passed Unanimously

### 6. CONSENT AGENDA

#### A. Consideration of Minutes of the Regular Meeting March 13, 2023

The Board reviewed and discussed the minutes of the Regular Meeting March 13, 2023.

Supervisor Munari asked that lines 122 through 125 be changed to read as follows:

Supervisor Munari states he was standing on his front porch when Supervisor Kilpatrick walked by. She saw him and stopped in the street. She put her hands on her hips and stared at him for 15 seconds in an intimidating and harassing manner. She then took a photo of him before continuing her walk.

Supervisor Munari has security camera video of the incident.

MOTION TO:	Approve the Minutes for the Regular Meeting on March 13, 2023.
MADE BY:	Supervisor Kilpatrick
SECONDED BY:	Supervisor Cruz
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	3/1 – Motion Passed; Supervisor Quigley abstained as he was not present at the March meeting.

#### B. Consideration of Operations and Maintenance Expenditures February 2023

Supervisor Quigley asked about the fuel surcharge from LMP and the late fees from ADT. Ms. Lavelle will contact ADT to ask if it can be removed.

A Frontier bill was double paid and will need to issue a credit.

On page 95, a TECO invoice has a late fee and the Board asked that Inframark pay it.

The Board would like to diversify the bank accounts to keep the accounts under \$250,000 that FDIC insures.

MOTION TO:	Approve the February O&Ms with Board of Supervisors request as stated above.
MADE BY:	Supervisor Quigley
SECONDED BY:	Supervisor Kilpatrick
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	4/0 – Motion Passed Unanimously.

#### C. Review of Financial Statements Month Ending February 28, 2023

The Board reviewed the Financial Statements Month Ending February 28, 2023, and Supervisor Quigley asked Ms. Lavelle why she's buying garbage bags and other supplies in bulk. The Board requested Ms. Lavelle to compare prices with other stores.

**7. SUPERVISOR REQUESTS AND COMMENTS**

Supervisor Munari requested if an Action Item List can be added to the meeting book.

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

A resident questioned if the wall/monument project could be financed through an insurance company.

A resident on Zoom voiced his displeasure on the fact of assessment increasing due to the monument project.

**9. ADJOURNMENT**

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

NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT

Minutes of the Regular Meeting

April 10, 2023

*\*Please note the entire meeting is available on disc.*

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

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

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

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

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

**Title:**

☐ **Secretary**

☐ **Assistant Secretary**

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

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

**Title:**

☐ **Chairman**

☐ **Vice Chairman**

*Recorded by Records Administrator*

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

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

Official District Seal

**NORTHWOOD CDD**  
**Summary of Operations and Maintenance Invoices**

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
<b>Monthly Contract</b>				
ADT SECURITY SERVICES	17463626 022223	\$179.50		SERVICE PERIOD - 03/01/23-04/09/23
ADT SECURITY SERVICES	17463626 032223	\$341.98	\$521.48	SERVICE PERIOD - 04/01/23-07/09/23
INFRAMARK LLC	90604	\$4,921.56		DISTRICT INVOICE FEB 2023
INFRAMARK LLC	91939	\$5,060.30	\$9,981.86	DISTRICT INVOICE MARCH 2023
OLM, INC.	40912	\$390.00		INSPECTION - MARCH 2023
<b>Monthly Contract Subtotal</b>		<b>\$10,893.34</b>		
<b>Variable Contract</b>				
BARBARA CRUZ	BC 021323	\$200.00		SUPERVISOR FEE 02/13/23
BARBARA CRUZ	BC 031323	\$200.00	\$400.00	SUPERVISOR FEE 03/13/23
BRIAN MUNARI	BM 021323	\$200.00		SUPERVISOR FEE 02/13/23
BRIAN MUNARI	BM 031323	\$200.00	\$400.00	SUPERVISOR FEE 03/13/23
BRIAN QUIGLEY	BQ 021323	\$200.00		SUPERVISOR FEE 02/13/23
JENNIFER INMAN	JI 021323	\$200.00		SUPERVISOR FEE 02/13/23
MIMIEAUX KILPATRICK	MK 021323	\$200.00		SUPERVISOR FEE 02/13/23
MIMIEAUX KILPATRICK	MK 031323	\$200.00	\$400.00	SUPERVISOR FEE 03/13/23
PASCO SHERIFFS OFFICE	1 1 6 2023 08220	\$900.00		SECURITY PATROL SERVICES - FEBRUARY DATES
PASCO SHERIFFS OFFICE	1 11 2 2022 07976	\$1,740.00	\$2,640.00	SECURITY PATROL SERVICES - JANUARY DATES
<b>Variable Contract Subtotal</b>		<b>\$4,240.00</b>		
<b>Utilities</b>				
FRONTIER COMMUNICATIONS	6341 030423 ACH	\$89.99		PHONE SERVICE 03/04/23-04/03/23
PASCO COUNTY UTILITIES SERVICE	18146309	\$8.25		WATER SERVICE 02/08/23-03/09/23
PASCO COUNTY UTILITIES SERVICE	18151644	\$49.36		WATER SERVICE 02/08/23-03/09/23
PASCO COUNTY UTILITIES SERVICE	18151741	\$1,369.16	\$1,426.77	WATER SERVICE 02/08/23-03/09/23
TAMPA ELECTRIC COM	0001 030723 ACH	\$8,560.29		BULK BILLING - 01/18/23-02/21/23
TAMPA ELECTRIC COM	1545 032223 ACH	\$28.00		ELECTRICITY SERVICES 02/16/23-03/16/23
TAMPA ELECTRIC COM	4130 032223 ACH	\$16.12	\$8,604.41	ELECTRICITY SERVICES 02/16/23-03/16/23
<b>Utilities Subtotal</b>		<b>\$10,121.17</b>		
<b>Regular Services</b>				
GRAU & ASSOCIATES	23725	\$500.00		AUDIT FYE 09/30/2022
LANDSCAPE MAINTENANCE	174539	\$3,275.00		SPRING FLOWER ROTATION
STANTEC CONSULTING	2052518	\$547.50		GENERAL CONSULTING - PROFESSIONAL SERVICES THRU - 02/15/23

**NORTHWOOD CDD**  
**Summary of Operations and Maintenance Invoices**

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
TRULY NOLEN OF AMERICA INC	590228742	\$108.00		PEST BI-MONTHLY - ORDER # 590228742
TRULY NOLEN OF AMERICA INC	590228930	\$64.00	\$172.00	PEST BI-MONTHLY - ORDER # 590228930
<b>Regular Services Subtotal</b>		<b>\$4,494.50</b>		
<b>Additional Services</b>		<b>\$0.00</b>		
<b>Additional Services Subtotal</b>		<b>\$0.00</b>		
<b>TOTAL</b>		<b>\$29,749.01</b>		

Approved (with any necessary revisions noted):

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

Title (Check one):

☐ Chariman   ☐ Vice Chariman   ☐ Assistant Secretary



Your account number: **17463626** Security provided for: Northwood Your ADT system is located at: 27248 Big Sur Dr Wesley Chapel FL 33544-6656

Page 1/2

Received  
FEB 28 2023



Invoice date: **Feb 22, 2023** Service period: **Mar 1 - Apr 9, 2023**

Your total due is: **\$179.50** Due by: **Mar 14, 2023**

Your Bill at-a-glance

Previous Balance	\$179.50
Payments and Adjustments	-\$179.50
<b>Current Charges</b>	<b>\$179.50</b>
<b>Taxes and Fees</b>	<b>\$0.00</b>

**Total Due** **\$179.50**

Would you like more detail? See the back of the bill for your account activity and charges.

Message from ADT

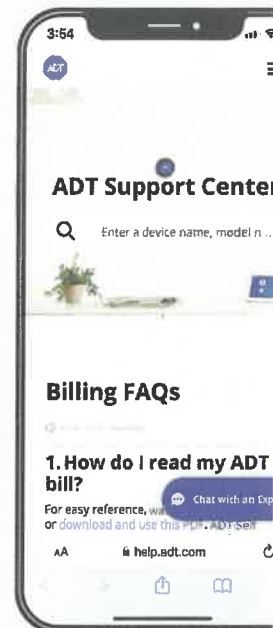
## Get help fast - No need to call

ADT's Support Center has your answers and more.

Just scan the QR code below to go to [i.adt.com/stmnt](https://i.adt.com/stmnt)



Need additional help? Quickly connect to an ADT agent with the "Chat with an agent" option.



Brilliantly Safe™



ADT  
3190 S Vaughn Way  
Aurora, CO 80014

6230 0020 NO RP 22 02222023 NNNNNNNY 01 003321 0009

NORTHWOOD  
2005 PAN AM CIR STE 300  
TAMPA FL 33607-6008



Please detach and submit this slip with your payment. Do not send cash. Please write your customer Account Number on your check or money order and make payable to: ADT.

Account Number	<b>17463626</b>
Due Date	<b>Mar 14, 2023</b>
Amount Due	<b>\$179.50</b>

Amount Enclosed \$ \_\_\_\_\_

Please send payment to:

ADT SECURITY SERVICES  
PO BOX 371878  
PITTSBURGH, PA 15250-7878



Your account number: **17463626** Security provided for: Northwood Your ADT system is located at: 27248 Big Sur Dr Wesley Chapel FL 33544-6656

Page 2/2

Is your billing information incorrect? You can change it on [MyADT.com](https://myadtdotcom.com) or in the MyADT mobile app.

## Your Account Activity

Previous Balance		\$179.50
Payments and Adjustments		
Payment Received - Thank You!	Feb 21, 2023	-\$179.50
Current Charges		
RECURRING CHARGES		
Services		
Invoice Number 973493576	Mar 1 - Mar 31, 2023	\$45.77
Services		
Invoice Number 975463738	Mar 9 - Apr 8, 2023	\$80.74
Services		
Invoice Number 975613470	Mar 10 - Apr 9, 2023	\$52.99
Total Non-taxable Charges		\$179.50
Total Due to be paid by Mar 14, 2023		\$179.50

\* Taxable charges

Any balance left from previous billing periods

All payments and adjustments received from you during billing period

About your Services: Quality Service Plan

About your Services: Quality Service Plan

About your Services: System Automation, ADT Control Remote Access, Cellguard Monitoring, Burglar Alarm Monitoring, Quality Service Plan

Have questions? Chat with us through MyADT mobile app.

Pay your bill online at MyADT.com or download MyADT mobile app.



### Keep your contacts up-to-date

For added security, keep your designated emergency contact list updated in MyADT.com. ADT will reach out to your contacts as listed when we receive an emergency alarm signal or need to confirm a false alarm.

Log into [www.myadt.com](https://www.myadt.com) and go to Account/Emergency Contacts

**Don't forget to test your system**  
Did you know? You should test your alarm system every 30 days to confirm it's sending signals to ADT. *It's easier than you think!*

- 1 Log into [www.myadt.com](https://www.myadt.com).
- 2 Click on **Alarm System** from the left menu.
- 3 Click on the **System Test** tab.
- 4 Select the test duration from the dropdown.
- 5 Click **Start Test Mode**.

When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. When we use information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day we receive your payment, and you will not receive your check back from your financial institution.

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Page 1/2

MAR 28 2023



Your total due is: Due by:

\$341.98 Apr 11, 2023



15

000174636260000000000000321230000000000000341980

Your account number: **17463626** Security provided for: Northwood Your ADT system is located at: 27248 Big Sur Dr Wesley Chapel FL 33544-6656

Page 2/2

Is your billing information incorrect? You can change it on [MyADT.com](https://myadtdotcom.com) or in the MyADT mobile app.

## Your Account Activity

**Previous Balance** **\$179.50**

Any balance left from previous billing periods

**Payments and Adjustments**  
Payment Received - Thank You! Mar 16, 2023 **-\$179.50**

All payments and adjustments received from you during billing period

### Current Charges

#### RECURRING CHARGES

##### Services

Invoice Number 979703987 Apr 1 - Apr 30, 2023 \$45.77

##### Services

Invoice Number 981462467 Apr 9 - May 8, 2023 \$80.74

##### Services

Invoice Number 981652413 Apr 10 - May 9, 2023 \$52.99

##### Services

Invoice Number 981652414 Apr 10 - Jul 9, 2023 \$162.48

**Total Non-taxable Charges** **\$341.98**

About your Services: Quality Service Plan

About your Services: Quality Service Plan

About your Services: System Automation, ADT Control Remote Access, Cellguard Monitoring, Burglar Alarm Monitoring, Quality Service Plan

About your Services: Quality Service Plan

**Total Due** to be paid by Apr 11, 2023 **\$341.98**

Have questions? Chat with us through MyADT mobile app.

Pay your bill online at MyADT.com or download MyADT mobile app.

\* Taxable charges



**Keep your contacts up-to-date**

For added security, keep your designated emergency contact list updated in MyADT.com. ADT will reach out to your contacts as listed when we receive an emergency alarm signal or need to confirm a false alarm.

Log into [www.myadt.com](https://www.myadt.com) and go to Account/Emergency Contacts

- Don't forget to test your system**  
Did you know? You should test your alarm system every 30 days to confirm it's sending signals to ADT. *It's easier than you think!*
- 1 Log into [www.myadt.com](https://www.myadt.com).
  - 2 Click on **Alarm System** from the left menu.
  - 3 Click on the **System Test** tab.
  - 4 Select the test duration from the dropdown.
  - 5 Click **Start Test Mode**.

When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. When we use information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day we receive your payment, and you will not receive your check back from your financial institution.

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2002 West Grand Parkway North  
Suite 100  
Katy, TX 77449

**INVOICE#**

#90604

**CUSTOMER ID**

C2286

**PO#**

# INVOICE

**DATE**

2/28/2023

**NET TERMS**

Net 30

**DUE DATE**

3/30/2023

**BILL TO**

Northwood CDD  
2005 Pan Am Cir Ste 300  
Tampa FL 33607-6008  
United States

Services provided for the Month of: February 2023

DESCRIPTION	QTY	UOM	RATE	MARKUPP	AMOUNT
District Management	1	Ea	4,791.67		4,791.67
Website Maintenance / Admin	1	Ea	100.00		100.00
Postage	27	Ea	0.91		24.64
B/W Copies	22	Ea	0.15		3.30
Color Copies	5	Ea	0.39		1.95
<b>Subtotal</b>					<b>4,921.56</b>

<b>Subtotal</b>	\$4,921.56
-----------------	------------

<b>Tax</b>	\$0.00
------------	--------

<b>Total Due</b>	\$4,921.56
------------------	------------

**Remit To : Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778**

*To pay by Credit Card, please contact us at 281-578-4299, 9:00am - 5:30pm EST, Monday – Friday. A surcharge fee may apply.*

*To pay via ACH or Wire, please refer to our banking information below:*

*Account Name: INFRAMARK, LLC*

*ACH - Bank Routing Number: 111000614 / Account Number: 912593196*

*Wire - Bank Routing Number: 021000021 / SWIFT Code: CHASUS33 / Account Number: 912593196*

*Please include the Customer ID and the Invoice Number on your form of payment.*



2002 West Grand Parkway North  
Suite 100  
Katy, TX 77449

# INVOICE

**INVOICE#**

#91939

**DATE**

3/24/2023

**CUSTOMER ID**

C2286

**NET TERMS**

Net 30

**PO#****DUE DATE**

4/23/2023

**BILL TO**

Northwood CDD  
2005 Pan Am Cir Ste 300  
Tampa FL 33607-6008  
United States

Services provided for the Month of: March 2023

DESCRIPTION	QTY	UOM	RATE	MARKUPP	AMOUNT
District Management	1	Ea	4,791.67		4,791.67
Website Maintenance / Admin	1	Ea	100.00		100.00
B/W Copies	551	Ea	0.15		82.65
Eric Davidson 1-26-2023 DNH*GODADDY.COM : email address \$71.88	1	Ea	71.88		71.88
Postage	17	Ea	0.60		10.20
Color Copies	10	Ea	0.39		3.90
<b>Subtotal</b>					<b>5,060.30</b>

**Subtotal**

\$5,060.30

**Tax**

\$0.00

**Total Due**

\$5,060.30

**Remit To : Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778**

*To pay by Credit Card, please contact us at 281-578-4299, 9:00am - 5:30pm EST, Monday – Friday. A surcharge fee may apply.*

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*Wire - Bank Routing Number: 021000021 / SWIFT Code: CHASUS33 / Account Number: 912593196*

*Please include the Customer ID and the Invoice Number on your form of payment.*



**OLM, Inc.**  
PO Box 440725  
Kennesaw, GA 30160  
770 420-0900  
mlimbaugh@olminc.com  
www.olminc.com

**BILL TO**  
NORTHWOOD CDD  
2005 Pan Am Circle  
Suite 300  
Tampa, FL 33607

**INVOICE 40912**

**DATE 03/07/2023 TERMS Net 30**

**DUE DATE 04/06/2023**

DATE	ACTIVITY	DESCRIPTION	AMOUNT
03/01/2023	<b>Inspection</b>	monthly landscape inspection conducted at Northwood CDD by Paul Woods	390.00

Please include invoice number on all payments.

**TOTAL DUE \$390.00**

Northwood CDD

MEETING DATE: February 13, 2023

DMS Staff Signature \_\_\_\_\_

CR


SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Mimi Kilpatrick	/	Salary Accepted	\$200
Brian Quigley	/	Salary Accepted	\$200
Jennifer Inman	/	Salary Accepted	\$200
Brian Munari	/	Salary Accepted	\$200
Barbara Cruz	✓	Salary Accepted	\$200

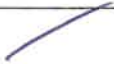


BC 021323



**Northwood CDD**

**MEETING DATE: March 13, 2023**

**DMS Staff Signature** 

<b>SUPERVISORS</b>	<b>CHECK IF IN ATTENDANCE</b>	<b>STATUS</b>	<b>PAYMENT AMOUNT</b>
Mimi Kilpatrick		Salary Accepted	\$200
Brian Quigley		Salary Accepted	\$200
Jennifer Inman		Salary Accepted	\$200
Brian Munari		Salary Accepted	\$200
Barbara Cruz		Salary Accepted	\$200

BC 031323

Northwood CDD

MEETING DATE: February 13, 2023

DMS Staff Signature \_\_\_\_\_




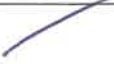


SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Mimi Kilpatrick	/	Salary Accepted	\$200
Brian Quigley	/	Salary Accepted	\$200
Jennifer Inman	/	Salary Accepted	\$200
Brian Munari	/	Salary Accepted	\$200
Barbara Cruz	/	Salary Accepted	\$200

Bm021323

**Northwood CDD**

**MEETING DATE: March 13, 2023**

**DMS Staff Signature** 

<b>SUPERVISORS</b>	<b>CHECK IF IN ATTENDANCE</b>	<b>STATUS</b>	<b>PAYMENT AMOUNT</b>
Mimi Kilpatrick		Salary Accepted	\$200
Brian Quigley		Salary Accepted	\$200
Jennifer Inman		Salary Accepted	\$200
Brian Munari		Salary Accepted	\$200
Barbara Cruz		Salary Accepted	\$200

Bm 031323

Northwood CDD

MEETING DATE: February 13, 2023

DMS Staff Signature \_\_\_\_\_

CR

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Mimi Kilpatrick	/	Salary Accepted	\$200
Brian Quigley	/	Salary Accepted	\$200
Jennifer Inman	/	Salary Accepted	\$200
Brian Munari	/	Salary Accepted	\$200
Barbara Cruz	✓	Salary Accepted	\$200

BQ 021323

Northwood CDD

MEETING DATE: February 13, 2023

DMS Staff Signature \_\_\_\_\_

GR

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Mimi Kilpatrick	/	Salary Accepted	\$200
Brian Quigley	/	Salary Accepted	\$200
Jennifer Inman	/	Salary Accepted	\$200
Brian Munari	/	Salary Accepted	\$200
Barbara Cruz	/	Salary Accepted	\$200

JI 021323

Northwood CDD

MEETING DATE: February 13, 2023

DMS Staff Signature \_\_\_\_\_


CR




SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Mimi Kilpatrick	/	Salary Accepted	\$200
Brian Quigley	/	Salary Accepted	\$200
Jennifer Inman	/	Salary Accepted	\$200
Brian Munari	/	Salary Accepted	\$200
Barbara Cruz	/	Salary Accepted	\$200

MK 021323

**Northwood CDD**

**MEETING DATE: March 13, 2023**

**DMS Staff Signature** 

<b>SUPERVISORS</b>	<b>CHECK IF IN ATTENDANCE</b>	<b>STATUS</b>	<b>PAYMENT AMOUNT</b>
Mimi Kilpatrick		Salary Accepted	\$200
Brian Quigley		Salary Accepted	\$200
Jennifer Inman		Salary Accepted	\$200
Brian Munari		Salary Accepted	\$200
Barbara Cruz		Salary Accepted	\$200

*mk031323*

# Final Invoice for Northwood CDD

INCLUDE WITH PAYMENT INV#  
I-1/6/2023-08220  
INVOICE CREATED#  
1/6/2023 8:39:00 AM  
PRINTED DATE#  
Tuesday, February 28, 2023

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

Northwood CDD  
Attn: Teresa Farlow  
2005 Pan AM Circle Drive, Suite 120  
Tampa, Florida 33607

## Preliminary Invoice Totals Details

Preliminary Invoice Totals Details	Amount(\$)
Invoice Employee Total:	\$2,160.00
Invoice Equipment Total:	\$0.00
Invoice Total:	\$2,160.00

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:	\$900.00
Equipment Total:	\$0.00
Invoice Total:	\$900.00

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
2/5/2023	CLAUDIO, CRYSTAL - 6248	Northwood CDD	00:00	4	\$45.00	\$180.00
2/8/2023	ROBERTS, LARRY - 5830	Northwood CDD	02:00	0	\$45.00	\$0.00
2/13/2023	ROBERTS, LARRY - 5830	Northwood CDD	02:00	4	\$45.00	\$180.00
2/15/2023	ROBERTS, LARRY - 5830	Northwood CDD	21:00	4	\$45.00	\$180.00
2/18/2023	ROBERTS, LARRY - 5830	Northwood CDD	03:00	4	\$45.00	\$180.00
2/21/2023	ROBERTS, LARRY - 5830	Northwood CDD	02:00	4	\$45.00	\$180.00
Invoice Employee Total:						\$900.00
Equipment Total:						\$0.00
Invoice Total:						\$900.00

## Questions regarding Invoice charges please contact:

**Contact:** Pasco Sheriff's Office  
**Telephone:** 727-844-7795  
**Email:** [PascoCountySheriffsOffice@ServiceRequests.us](mailto:PascoCountySheriffsOffice@ServiceRequests.us)

## Questions regarding Payment please contact:

**Contact:** Pasco Sheriff's Office  
**Telephone:** 727-844-7795  
**Email:** [PascoCountySheriffsOfficeFiscal@ServiceRequests.us](mailto:PascoCountySheriffsOfficeFiscal@ServiceRequests.us)

**Make Checks Payable TO:**  
Pasco Sheriff's Office

INV. #: I-1/6/2023-08220  
(Please include Inv.# in check comment)  
Tuesday, February 28, 2023  
Invoice Total: \$900.00  
Invoice For: Northwood CDD  
Payment Terms: Due on Receipt



**MAIL Checks TO:**

Pasco Sheriff's Office

**ATTN:** EXTRA-DUTY PROGRAM

**Address:** 8700 Citizen Drive

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

**Amount of Payment:** \_\_\_\_\_

# Final Invoice for Northwood CDD

INCLUDE WITH PAYMENT INV#  
I-11/2/2022-07976  
INVOICE CREATED#  
11/2/2022 10:28:00 AM  
PRINTED DATE#  
Thursday, February 2, 2023

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

Northwood CDD  
Attn: Teresa Farlow  
2005 Pan AM Circle Drive, Suite 120  
Tampa, Florida 33607

## Preliminary Invoice Totals Details

Preliminary Invoice Totals Details	Amount(\$)
Invoice Employee Total:	\$2,640.00
Invoice Equipment Total:	\$0.00
Invoice Total:	\$2,640.00

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:	\$1,740.00
Equipment Total:	\$0.00
Invoice Total:	\$1,740.00

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
1/1/2023	ROBERTS, LARRY - 5830	Northwood CDD	02:00	4	\$55.00	\$220.00
1/2/2023	LARKIN, JESSE - 5389	Northwood CDD	02:00	4	\$55.00	\$220.00
1/3/2023	ROBERTS, LARRY - 5830	Northwood CDD	02:00	4	\$45.00	\$180.00
1/12/2023	ROBERTS, LARRY - 5830	Northwood CDD	02:00	4	\$45.00	\$180.00
1/16/2023	ROBERTS, LARRY - 5830	Northwood CDD	21:00	4	\$55.00	\$220.00
1/18/2023	ROBERTS, LARRY - 5830	Northwood CDD	22:00	4	\$45.00	\$180.00
1/21/2023	CLAUDIO, CRYSTAL - 6248	Northwood CDD	21:00	4	\$45.00	\$180.00
1/25/2023	CLAUDIO, CRYSTAL - 6248	Northwood CDD	22:00	4	\$45.00	\$180.00
1/30/2023	ROBERTS, LARRY - 5830	Northwood CDD	23:00	4	\$45.00	\$180.00
Invoice Employee Total:						\$1,740.00
Equipment Total:						\$0.00
Invoice Total:						\$1,740.00

## Questions regarding Invoice charges please contact:

**Contact:** Pasco Sheriff's Office  
**Telephone:** 727-844-7795  
**Email:** [PascoCountySheriffsOffice@ServiceRequests.us](mailto:PascoCountySheriffsOffice@ServiceRequests.us)

## Questions regarding Payment please contact:

**Contact:** Pasco Sheriff's Office  
**Telephone:** 727-844-7795  
**Email:** [PascoCountySheriffsOfficeFiscal@ServiceRequests.us](mailto:PascoCountySheriffsOfficeFiscal@ServiceRequests.us)

**Make Checks Payable TO:**  
Pasco Sheriff's Office

INV. #: I-11/2/2022-07976  
(Please include Inv.# in check comment)  
Thursday, February 2, 2023  
Invoice Total: \$1,740.00

Invoice For: Northwood CDD  
Payment Terms: Due on Receipt

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

**Amount of Payment:** \_\_\_\_\_



NORTHWOOD CDD

Received Page 1 of 4

## Your Monthly Invoice

MAR 9 2023

## Account Summary

New Charges Due Date	3/28/23
Billing Date	3/04/23
Account Number	813-994-6341-040422-5
PIN	1025
Previous Balance	89.99
Payments Received Thru 2/28/23	-89.99
Thank you for your payment!	
Balance Forward	.00
New Charges	89.99
<b>Total Amount Due</b>	<b>\$89.99</b>



ACH

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ANYWHERE  
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800-801-6652



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P.O. Box 211579  
Eagan, MN 55121-2879

6790 0007 NO RP 04 03042023 NNNNNNNN 01 000625 0003

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



**You are all set with Auto Pay! To review your account, go to [frontier.com](https://frontier.com) or MyFrontier mobile app.**



Date of Bill  
Account Number

3/04/23  
813-994-6341-040422-5

**CURRENT BILLING SUMMARY**

Local Service from 03/04/23 to 04/03/23

Qty Description	813/994-6341.0	Charge
Non Basic Charges		
Business Fiber Internet 700/700M		89.99
Price Guarantee through 04/03/24		
Total Non Basic Charges		89.99
<b>TOTAL</b>	<b>89.99</b>	





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

LAND O' LAKES (813) 235-6012  
NEW PORT RICHEY (727) 847-8131  
DADE CITY (352) 521-4285

UtilCustServ@MyPasco.net  
Pay By Phone: 1-855-786-5344

Received

MAR 22 2023



2685 1 1  
46-97213

NORTHWOOD COMMUNITY DEV DISTRICT

Service Address: 0 BIG SUR DR

Bill Number: 18146309

Billing Date: 3/20/2023

Billing Period: 2/8/2023 to 3/9/2023

New Water, Sewer, Reclaim rates, fees and charges take effect Oct. 1, 2022.  
Please visit [bit.ly/pcurates](http://bit.ly/pcurates) for additional details.

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

Service	Meter #	Previous		Current		# of Days	Consumption in thousands
		Date	Read	Date	Read		
Reclaim	17477044	2/8/2023	2894	3/9/2023	2905	29	11

Usage History  
Water

March 2023	11
February 2023	10
January 2023	19
December 2022	28
November 2022	33
October 2022	40
September 2022	35
August 2022	32
July 2022	29
June 2022	32
May 2022	33
April 2022	28

Transactions

Previous Bill	7.50
Payment 03/08/23	-7.50 CR
<b>Balance Forward</b>	0.00
Current Transactions	
Reclaimed	
Reclaimed	11 Thousand Gals X \$0.75 8.25
<b>Total Current Transactions</b>	8.25
<b>TOTAL BALANCE DUE</b>	<b>\$8.25</b>

Visit [PascoCountyUtilities.com](http://PascoCountyUtilities.com) to find answers to frequently asked questions about your Pasco County Utilities. New updates posted monthly including events, and conservation tips.



Please return this portion with payment

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

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

Account # 0011045  
Customer # 01272114  
Balance Forward 0.00  
Current Transactions 8.25

**Total Balance Due \$8.25**  
**Due Date 4/12/2023**

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

Round-Up Donations to Charity   
Amount Enclosed

☐ Check this box to participate in Round-Up.

NORTHWOOD COMMUNITY DEV DISTRICT  
2005 PAN AM CIR STE 300  
TAMPA FL 33607

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

012721140001104531814630920000008253



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

LAND O' LAKES  
NEW PORT RICHEY  
DADE CITY

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

UtilCustServ@MyPasco.net  
Pay By Phone: 1-855-786-5344

**Received**

**MAR 22 2023**



2684 1 1  
46-97213

NORTHWOOD CDD

Service Address: **1406 CALADESI DR**

Bill Number: 18151644

Billing Date: 3/20/2023

Billing Period: 2/8/2023 to 3/9/2023

**New Water, Sewer, Reclaim rates, fees and charges take effect Oct. 1, 2022.**  
**Please visit [bit.ly/pcurates](http://bit.ly/pcurates) for additional details.**

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

Service	Meter #	Previous		Current		# of Days	Consumption in thousands
		Date	Read	Date	Read		
Water	210913537	2/8/2023	4	3/9/2023	4	29	0
Reclaim	200552990	2/8/2023	621	3/9/2023	645	29	24

Usage History

	Water	Reclaimed
March 2023	0	24
February 2023	0	6
January 2023	2	9
December 2022	1	6
November 2022	0	18
October 2022	0	42
September 2022	1	42
August 2022	0	42
July 2022	0	40
June 2022	0	41
May 2022	0	45
April 2022	0	49

Transactions

Previous Bill	35.86
Payment 03/08/23	-35.86 CR
<b>Balance Forward</b>	<b>0.00</b>
Current Transactions	
Water	
Water Base Charge	10.29
Sewer	
Sewer Base Charge	21.07
Reclaimed	
Reclaimed 24 Thousand Gals X \$0.75	18.00
<b>Total Current Transactions</b>	<b>49.36</b>
<b>TOTAL BALANCE DUE</b>	<b>\$49.36</b>

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Please return this portion with payment

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

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

Account # 0518910  
Customer # 01307961  
Balance Forward 0.00  
Current Transactions 49.36

**Total Balance Due \$49.36**  
**Due Date 4/12/2023**

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

Round-Up Donations to Charity   
Amount Enclosed

☐ Check this box to participate in Round-Up.

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

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

013079619051891001815164440000049368<sup>35</sup>



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

LAND O' LAKES  
NEW PORT RICHEY  
DADE CITY

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

UtilCustServ@MyPasco.net  
Pay By Phone: 1-855-786-5344

Received

MAR 22 2023



2683 1 1  
46-97213

NORTHWOOD COMMUNITY DEV DISTRICT

Service Address: **27248 BIG SUR DR**

Bill Number: 18151741

Billing Date: 3/20/2023

Billing Period: 2/8/2023 to 3/9/2023

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

**New Water, Sewer, Reclaim rates, fees and charges take effect Oct. 1, 2022.**  
Please visit [bit.ly/pcurates](http://bit.ly/pcurates) for additional details.

Service	Meter #	Previous		Current		# of Days	Consumption in thousands
		Date	Read	Date	Read		
Water	08776192	2/8/2023	3787	3/9/2023	3892	29	105

Usage History

Water	
March 2023	105
February 2023	5
January 2023	6
December 2022	7
November 2022	6
October 2022	18
September 2022	27
August 2022	11
July 2022	15
June 2022	8
May 2022	7
April 2022	20

Transactions

Previous Bill	174.31
Payment 03/08/23	-174.31 CR
<b>Balance Forward</b>	<b>0.00</b>
Current Transactions	
Water	
Water Base Charge	38.63
Water Tier 1	25.0 Thousand Gals X \$2.04 51.00
Water Tier 2	25.0 Thousand Gals X \$3.24 81.00
Water Tier 3	25.0 Thousand Gals X \$6.49 162.25
Water Tier 4	30.0 Thousand Gals X \$8.76 262.80
Sewer	
Sewer Base Charge	93.08
Sewer Charges	105.0 Thousand Gals X \$6.48 680.40
<b>Total Current Transactions</b>	<b>1,369.16</b>
<b>TOTAL BALANCE DUE</b>	<b>\$1,369.16</b>

Visit [PascoCountyUtilities.com](http://PascoCountyUtilities.com) to find answers to frequently asked questions about your Pasco County Utilities. New updates posted monthly including events, and conservation tips.

Please return this portion with payment



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

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

Account #	0519410
Customer #	01058581
Balance Forward	0.00
Current Transactions	1,369.16

**Total Balance Due \$1,369.16**  
**Due Date 4/12/2023**

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

Round-Up Donations to Charity	
Amount Enclosed	

☐ Check this box to participate in Round-Up.

NORTHWOOD COMMUNITY DEV DISTRICT  
2005 PAN AM CIR STE 120  
TAMPA FL 33607-2359

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

010585814051941081815174120001369166



Statement Date: 03/07/23

Account: 311000000001

NORTHWOOD CDD  
2005 PAN AM CIR, STE 300  
TAMPA, FL 33607-2529



Current month's charges:	\$8,560.29
Total amount due:	\$8,560.29
Payment Due By:	03/21/23

## Your Account Summary

Previous Amount Due	\$9,032.05
Payment(s) Received Since Last Statement	-\$9,032.05
Credit balance after payments and credits	\$0.00
<b>Current Month's Charges</b>	<b>\$8,560.29</b>
<b>Total Amount Due</b>	<b>\$8,560.29</b>

**DO NOT PAY. Your account will be drafted on 03/21/23**



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



## More options for you.

Visit **tecaccount.com** to view and pay your bill, manage your information and more, 24/7 from any device.

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



Account: 311000000001

Current month's charges:	\$8,560.29
Total amount due:	\$8,560.29
Payment Due By:	03/21/23
<b>Amount Enclosed</b>	<b>\$</b>

700750002469 DO NOT PAY, YOUR ACCOUNT WILL BE DRAFTED ON 03/21/23

NORTHWOOD CDD  
2005 PAN AM CIR, STE 300  
TAMPA, FL 33607-6008

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

## Contact Information

### Residential Customer Care

813-223-0800 (Hillsborough County)  
863-299-0800 (Polk County)  
888-223-0800 (All other counties)

### Commercial Customer Care

866-832-6249

### Hearing Impaired/TTY

711

### Power Outages Toll-Free

877-588-1010

### Energy-Saving Programs

813-275-3909

### Mail Payments to

TECO  
P.O. Box 31318  
Tampa, FL 33631-3318

### All Other Correspondence

Tampa Electric  
P.O. Box 111  
Tampa, FL 33601-0111

## Understanding Your Electric Charges

**Average kWh per day** – The average amount of electricity purchased per day.

**Basic Service Charge** – A fixed daily amount that covers the cost to provide service to your location. This charge is billed monthly regardless of any electricity used.

**Bright Choices™** – The associated fees and charges for leased outdoor lighting services.

**Budget Billing** – Optional plan averages your home's last 12 monthly billing periods so you pay the same amount for your service each month.

**Clean Energy Transition Mechanism (CETM)** – A charge to recover costs associated with electric meter upgrades and the closing of certain coal generating plants to support Tampa Electric's transition to produce clean energy.

**Energy Charge** – For residential, small commercial and lighting customers, includes the cost (except fuel) of producing and delivering the electricity you purchased, including conservation, environmental and capacity cost recovery charges. For other customers, the three cost recovery charges appear as separate line items.

**Estimated** – If Tampa Electric was unable to read your meter, "ESTIMATED" will appear. Your meter will be read next month, and any difference will be adjusted accordingly.

**Florida Gross Receipts Tax** – A tax is imposed on gross receipts from utility services that are delivered to retail customers in Florida, in accordance with Chapter 203 of the Florida Statutes. Utility companies collect the tax from all customers, unless exempt, and remit to the state.

**Florida State Tax** – A tax imposed on every person who engages in the business of selling or renting tangible personal property at retail in the state, in accordance with Chapter 212 of the Florida Statutes.

**Franchise Fee** – A fee levied by a municipality for the right to utilize public property to provide electric service. The fee is collected by Tampa Electric and paid to the municipality.

**Fuel Charge** – Cost of fuel used to produce electricity you purchased. Fuel costs are passed through from fuel suppliers to our customers with no markup or profit to Tampa Electric.

For more information about your bill, please visit [tampaelectric.com](http://tampaelectric.com).

**Kilowatt-Hours (kWh)** – The basic measurement of electric energy use.

**Late Payment Charge** – For past due amounts more than \$10, the late payment charge is the greater of \$5 or 1.5% of the past due amount. For past due amounts of \$10 or less, the late payment charge is 1.5% of the past due amount.

**Municipal Public Service Tax** – Many municipalities levy a tax on the electricity you use. It is collected by Tampa Electric and paid to the municipality.

**Past Due** – Previous charges that are past due are subject to a late payment charge fee and may result in disconnection.

**Rate Schedule** – The amount (rate) you pay depends on your customer category. The cost of providing service varies with the customer group.

**Share** – A Tampa Electric program administered by the Salvation Army and the Catholic Charities Diocese of St. Petersburg that helps pay energy bills of customers in need. If you choose to contribute, your contribution is tax deductible and is matched by Tampa Electric.

**Storm Protection Charge** – The cost of additional hardening efforts to further protect the power grid from hurricanes or other extreme weather events.

**Sun Select™** – The cost of producing energy you purchased from dedicated solar generation facilities. You pay no fuel charge for the Sun Select portion of your bill.

**Sun to Go™** – The amount of electricity purchased from solar generating sources serving the Sun to Go program, which provides optional renewable energy purchases in 200 kWh blocks.

**Total Amount Due** – This month's charges will be past due after the date shown. THIS DATE DOES NOT EXTEND THE DATE ON ANY PREVIOUS BALANCE. It's important that you pay your bill before this date to avoid interruption of service.

**Zap Cap Systems®** – Surge protection for your home or business sold separately as a non-energy charge.

### Your payment options are:

- Schedule free one-time or recurring payments at [tecoaccount.com](http://tecoaccount.com) using a checking or savings account.
- Mail your payment in the enclosed envelope. Please allow sufficient time for delivery.
- Pay in person at an authorized Western Union payment location, which can be found at [tampaelectric.com](http://tampaelectric.com).
- Pay by credit card using KUBRA EZ-PAY at [tecoaccount.com](http://tecoaccount.com) or by calling 866-689-6469.  
(A convenience fee will be charged to your bank account or credit card.)

When making your payment, please have your bill or account number available.

**Please note:** If you choose to pay your bill at a location not listed on our website or provided by Tampa Electric, you are paying someone who is not authorized to act as a payment agent of Tampa Electric. You bear the risk that this unauthorized party will not relay the payment to Tampa Electric and do so in a timely fashion. Tampa Electric is not responsible for payments made to unauthorized agents, including their failure to deliver or timely deliver the payment to us. Such failures may result in late payment charges to your account or service disconnection.

## Billed Individual Accounts



00000030-0000317-Page 5 of 26

ACCOUNT NAME	ACCOUNT NUMBER	ADDRESS	AMOUNT
NORTHWOOD CDD	211014509577	NORTHWOOD PALMS BLVD PH2 WESLEY CHAPEL, FL 33543-0000	\$309.78
NORTHWOOD CDD	211014509841	1 NORTHWOOD PALMS DR WESLEY CHAPEL, FL 33543-0000	\$685.58
NORTHWOOD CDD	211014560109	1438 NORTHWOOD PALMS BL, #2 WESLEY CHAPEL, FL 33543-0000	\$22.72
NORTHWOOD CDD	211014560349	27248 BIG SUR DR WESLEY CHAPEL, FL 33544-6656	\$303.77
NORTHWOOD CDD	211014560596	27500 BREAKERS DR WESLEY CHAPEL, FL 33544-6667	\$301.45
NORTHWOOD CDD	211014560844	1438 NORTHWOOD PALMS BL WESLEY CHAPEL, FL 33543-0000	\$22.59
NORTHWOOD CDD	211014561040	1438 NORTHWOOD PALMS BL WESLEY CHAPEL, FL 33543-0000	\$1199.39
NORTHWOOD CDD	211014561297	27248 BIG SUR DR WESLEY CHAPEL, FL 33544-6656	\$134.43
NORTHWOOD CDD	211014561784	100 NORTHWOOD PALMS BL WESLEY CHAPEL, FL 33543-0000	\$427.33
NORTHWOOD CDD	211014562022	NORTHWOOD, UNIT 6A WESLEY CHAPEL, FL 33543-0000	\$258.39
NORTHWOOD CDD	211014562246	NORTHWOOD, UNIT 2A WESLEY CHAPEL, FL 33544-0000	\$258.39
NORTHWOOD CDD	211014562451	NORTHWOOD, UNIT 2B TAMPA, FL 33602-0000	\$344.52
NORTHWOOD CDD	211014562758	NORTHWOOD, UNIT 3A WESLEY CHAPEL, FL 33544-0000	\$387.58
NORTHWOOD CDD	211014563079	NORTHWOODS, UNIT 4A-2 WESLEY CHAPEL, FL 33544-0000	\$258.39
NORTHWOOD CDD	211014563327	NORTHWOOD 3B WESLEY CHAPEL, FL 33544-6649	\$502.23
NORTHWOOD CDD	211014563533	NORTHWOOD, UNIT 7 WESLEY CHAPEL, FL 33544-0000	\$559.84
NORTHWOOD CDD	211014563772	NORTHWOOD, UNIT 8& WESLEY CHAPEL, FL 33543-0000	\$645.98
NORTHWOOD CDD	211014563988	NORTHWOOD, UNIT 4B TAMPA, FL 33602-0000	\$430.66
NORTHWOOD CDD	211014564267	NORTHWOOD, UNIT 5 WESLEY CHAPEL, FL 33544-0000	\$344.52
NORTHWOOD CDD	211014564473	NORTHWOOD SUBDIVISION WESLEY CHAPEL, FL 33543-0000	\$1162.75



## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211014509577  
**Statement Date:** 03/02/23

### Details of Charges – Service from 01/18/23 to 02/15/23

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

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

Lighting Energy Charge	152 kWh @ \$0.03511/kWh	\$5.34
Fixture & Maintenance Charge	8 Fixtures	\$130.56
Lighting Pole / Wire	8 Poles	\$163.97
Lighting Fuel Charge	152 kWh @ \$0.04767/kWh	\$7.25
Storm Protection Charge	152 kWh @ \$0.01466/kWh	\$2.23
Clean Energy Transition Mechanism	152 kWh @ \$0.00036/kWh	\$0.05
Florida Gross Receipt Tax		\$0.38
<b>Lighting Charges</b>		<b>\$309.78</b>
<b>Current Month's Electric Charges</b>		<b>\$309.78</b>

00000030-0000317-Page 6 of 26



**Account:** 211014509841  
**Statement Date:** 03/02/23

## Details of Charges – Service from 01/18/23 to 02/15/23

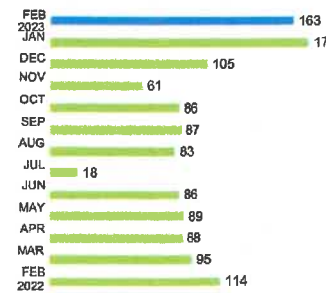
Service for: 1 NORTHWOOD PALMS DR, WESLEY CHAPEL, FL 33543-0000

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

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used
1000703338	02/15/23	65,354		60,616		4,738 kWh
Daily Basic Service Charge		29 days @ \$0.75000				\$21.75
Energy Charge		4,738 kWh @ \$0.07990/kWh				\$378.57
Fuel Charge		4,738 kWh @ \$0.04832/kWh				\$228.94
Storm Protection Charge		4,738 kWh @ \$0.00400/kWh				\$18.95
Clean Energy Transition Mechanism		4,738 kWh @ \$0.00427/kWh				\$20.23
Florida Gross Receipt Tax						\$17.14
<b>Electric Service Cost</b>						<b>\$685.58</b>
<b>Current Month's Electric Charges</b>						<b>\$685.58</b>

### Tampa Electric Usage History

Kilowatt-Hours Per Day  
(Average)



00000030-0000318-Page 7 of 26



# ACCOUNT INVOICE

tampaelectric.com



**Account:** 211014560109  
**Statement Date:** 03/02/23

## Details of Charges – Service from 01/18/23 to 02/15/23

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

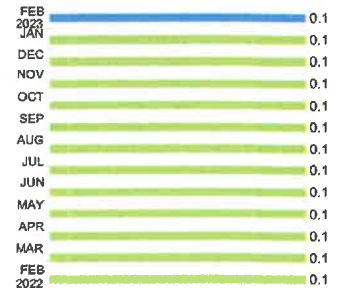
**Rate Schedule: General Service - Non Demand**

Meter Location: # 2

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000129796	02/15/23	166		163		3 kWh	1	29 Days
Daily Basic Service Charge			29 days @ \$0.75000			\$21.75	Tampa Electric Usage History	
Energy Charge			3 kWh @ \$0.07990/kWh			\$0.24	Kilowatt-Hours Per Day (Average)	
Fuel Charge			3 kWh @ \$0.04832/kWh			\$0.14		
Storm Protection Charge			3 kWh @ \$0.00400/kWh			\$0.01		
Clean Energy Transition Mechanism			3 kWh @ \$0.00427/kWh			\$0.01		
Florida Gross Receipt Tax						\$0.57		
Electric Service Cost						\$22.72		
Current Month's Electric Charges						\$22.72		

### Tampa Electric Usage History

Kilowatt-Hours Per Day (Average)



00000030-0000318-Page 8 of 26



## ACCOUNT INVOICE

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Account: 211014560349  
Statement Date: 03/02/23



### Details of Charges – Service from 01/18/23 to 02/15/23

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

Rate Schedule: General Service Demand - Standard

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000351309	02/15/23	49,686		48,248		1,438 kWh	1	29 Days
1000351309	02/15/23	10.55		0		10.55 kW	1	29 Days
Daily Basic Service Charge		29 days @ \$1.08000				\$31.32		
Billing Demand Charge		11 kW @ \$14.13000/kW				\$155.43		
Energy Charge		1,438 kWh @ \$0.00736/kWh				\$10.58		
Fuel Charge		1,438 kWh @ \$0.04832/kWh				\$69.48		
Capacity Charge		11 kW @ -\$0.06000/kW				-\$0.66		
Storm Protection Charge		11 kW @ \$0.62000/kW				\$6.82		
Energy Conservation Charge		11 kW @ \$0.88000/kW				\$9.68		
Environmental Cost Recovery		1,438 kWh @ \$0.00084/kWh				\$1.21		
Clean Energy Transition Mechanism		11 kW @ \$1.12000/kW				\$12.32		
Florida Gross Receipt Tax						\$7.59		
<b>Electric Service Cost</b>						<b>\$303.77</b>		
<b>Current Month's Electric Charges</b>						<b>\$303.77</b>		

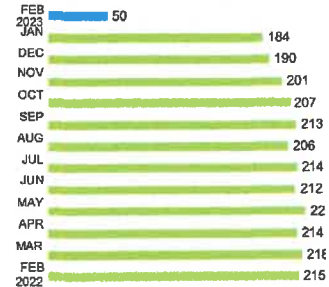
### Tampa Electric Usage History

Kilowatt-Hours Per Day (Average)

Month	Usage (kWh/day)
FEB 2022	2
MAR	2
APR	2
MAY	1
JUN	21
JUL	2
AUG	206
SEP	2
OCT	207
NOV	201
DEC	190
JAN	184
FEB 2023	50

### Tampa Electric Usage History

Kilowatt-Hours Per Day  
(Average)



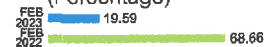
### Billing Demand

(Kilowatts)



### Load Factor

(Percentage)





## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211014560596

**Statement Date:** 03/02/23

### Details of Charges – Service from 01/19/23 to 02/16/23

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

#### Rate Schedule: Lighting Service

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

Lighting Energy Charge	112 kWh @ \$0.03511/kWh	\$3.93
Fixture & Maintenance Charge	7 Fixtures	\$64.61
Lighting Pole / Wire	7 Poles	\$225.61
Lighting Fuel Charge	112 kWh @ \$0.04767/kWh	\$5.34
Storm Protection Charge	112 kWh @ \$0.01466/kWh	\$1.64
Clean Energy Transition Mechanism	112 kWh @ \$0.00036/kWh	\$0.04
Florida Gross Receipt Tax		\$0.28

#### Lighting Charges

**\$301.45**

#### Current Month's Electric Charges

**\$301.45**

00000030-0000319-Page 10 of 25





# ACCOUNT INVOICE

tampaelectric.com



Account: 211014560844  
Statement Date: 03/02/23



## Details of Charges – Service from 01/18/23 to 02/15/23

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

Rate Schedule: General Service - Non Demand

Meter Location: MP

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000150588	02/15/23	85		83		2 kWh	1	29 Days
Daily Basic Service Charge			29 days @ \$0.75000			\$21.75	<div>Tampa Electric Usage History</div> <div>Kilowatt-Hours Per Day (Average)</div> <div><div>FEB 2023</div><div>JAN</div><div>DEC</div><div>NOV</div><div>OCT</div><div>SEP</div><div>AUG</div><div>JUL</div></div>	
Energy Charge			2 kWh @ \$0.07990/kWh			\$0.16		
Fuel Charge			2 kWh @ \$0.04832/kWh			\$0.10		
Storm Protection Charge			2 kWh @ \$0.00400/kWh			\$0.01		
Clean Energy Transition Mechanism			2 kWh @ \$0.00427/kWh			\$0.01		
Florida Gross Receipt Tax						\$0.56		
Electric Service Cost						\$22.59		
Current Month's Electric Charges						\$22.59		



## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211014561040  
**Statement Date:** 03/02/23

### Details of Charges – Service from 01/18/23 to 02/15/23

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

#### Rate Schedule: Lighting Service

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

Lighting Energy Charge	589 kWh @ \$0.03511/kWh	\$20.68
Fixture & Maintenance Charge	31 Fixtures	\$505.92
Lighting Pole / Wire	31 Poles	\$634.39
Lighting Fuel Charge	589 kWh @ \$0.04767/kWh	\$28.08
Storm Protection Charge	589 kWh @ \$0.01466/kWh	\$8.63
Clean Energy Transition Mechanism	589 kWh @ \$0.00036/kWh	\$0.21
Florida Gross Receipt Tax		\$1.48

#### Lighting Charges

**\$1,199.39**

#### Current Month's Electric Charges

**\$1,199.39**

00000036-0000320-Page 12 of 26



# ACCOUNT INVOICE

tampaelectric.com



**Account:** 211014561297

**Statement Date:** 03/02/23

## Details of Charges – Service from 01/18/23 to 02/15/23

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

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

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000146682	02/15/23	94,096		93,295		801 kWh	1	29 Days
Daily Basic Service Charge			29 days @ \$0.75000			\$21.75	<div>Tampa Electric Usage History</div> <div>Kilowatt-Hours Per Day (Average)</div> <div><div><div>FEB 2023</div><div>JAN</div><div>DEC</div><div>NOV</div><div>OCT</div><div>SEP</div><div>AUG</div><div>JUL</div><div>JUN</div></div><div><div>28</div><div>26</div><div>39</div><div>48</div><div>72</div><div>98</div><div>95</div><div>98</div><div></div></div></div>	
Energy Charge			801 kWh @ \$0.07990/kWh			\$64.00		
Fuel Charge			801 kWh @ \$0.04832/kWh			\$38.70		
Storm Protection Charge			801 kWh @ \$0.00400/kWh			\$3.20		
Clean Energy Transition Mechanism			801 kWh @ \$0.00427/kWh			\$3.42		
Florida Gross Receipt Tax						\$3.36		
Electric Service Cost						\$134.43		
Current Month's Electric Charges						\$134.43		



## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211014561784

**Statement Date:** 03/02/23

### Details of Charges – Service from 01/19/23 to 02/16/23

Service for: 100 NORTHWOOD PALMS BL, WESLEY CHAPEL, FL 33543-0000

**Rate Schedule: Lighting Service**

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

Lighting Energy Charge	209 kWh @ \$0.03511/kWh	\$7.34
Fixture & Maintenance Charge	11 Fixtures	\$179.52
Lighting Pole / Wire	11 Poles	\$226.85
Lighting Fuel Charge	209 kWh @ \$0.04767/kWh	\$9.96
Storm Protection Charge	209 kWh @ \$0.01466/kWh	\$3.06
Clean Energy Transition Mechanism	209 kWh @ \$0.00036/kWh	\$0.08
Florida Gross Receipt Tax		\$0.52

#### Lighting Charges

**\$427.33**

#### Current Month's Electric Charges

**\$427.33**

00000030-0000321-Page 14 of 26



## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211014562022  
**Statement Date:** 03/02/23

### Details of Charges – Service from 01/24/23 to 02/21/23

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

**Rate Schedule: Lighting Service**

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

Lighting Energy Charge	96 kWh @ \$0.03511/kWh	\$3.37
Fixture & Maintenance Charge	6 Fixtures	\$55.38
Lighting Pole / Wire	6 Poles	\$193.38
Lighting Fuel Charge	96 kWh @ \$0.04767/kWh	\$4.58
Storm Protection Charge	96 kWh @ \$0.01466/kWh	\$1.41
Clean Energy Transition Mechanism	96 kWh @ \$0.00036/kWh	\$0.03
Florida Gross Receipt Tax		\$0.24
<b>Lighting Charges</b>		<b>\$258.39</b>
<b>Current Month's Electric Charges</b>		<b>\$258.39</b>

00000030-0000322-Page 15 of 26



## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211014562246  
**Statement Date:** 03/02/23

### Details of Charges – Service from 01/24/23 to 02/21/23

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

#### Rate Schedule: Lighting Service

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

Lighting Energy Charge	96 kWh @ \$0.03511/kWh	\$3.37
Fixture & Maintenance Charge	6 Fixtures	\$55.38
Lighting Pole / Wire	6 Poles	\$193.38
Lighting Fuel Charge	96 kWh @ \$0.04767/kWh	\$4.58
Storm Protection Charge	96 kWh @ \$0.01466/kWh	\$1.41
Clean Energy Transition Mechanism	96 kWh @ \$0.00036/kWh	\$0.03
Florida Gross Receipt Tax		\$0.24

#### Lighting Charges

**\$258.39**

#### Current Month's Electric Charges

**\$258.39**

00000030-0000322-Page 16 of 26



## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211014562451  
**Statement Date:** 03/02/23

### Details of Charges – Service from 01/24/23 to 02/21/23

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

#### Rate Schedule: Lighting Service

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

Lighting Energy Charge	128 kWh @ \$0.03511/kWh	\$4.49
Fixture & Maintenance Charge	8 Fixtures	\$73.84
Lighting Pole / Wire	8 Poles	\$257.84
Lighting Fuel Charge	128 kWh @ \$0.04767/kWh	\$6.10
Storm Protection Charge	128 kWh @ \$0.01466/kWh	\$1.88
Clean Energy Transition Mechanism	128 kWh @ \$0.00036/kWh	\$0.05
Florida Gross Receipt Tax		\$0.32

#### Lighting Charges

**\$344.52**

#### Current Month's Electric Charges

**\$344.52**

00000030-0000323-Page 17 of 26



## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211014562758

**Statement Date:** 03/02/23

### Details of Charges – Service from 01/24/23 to 02/21/23

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

#### Rate Schedule: Lighting Service

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

Lighting Energy Charge	144 kWh @ \$0.03511/kWh	\$5.06
Fixture & Maintenance Charge	9 Fixtures	\$83.07
Lighting Pole / Wire	9 Poles	\$290.07
Lighting Fuel Charge	144 kWh @ \$0.04767/kWh	\$6.86
Storm Protection Charge	144 kWh @ \$0.01466/kWh	\$2.11
Clean Energy Transition Mechanism	144 kWh @ \$0.00036/kWh	\$0.05
Florida Gross Receipt Tax		\$0.36

#### Lighting Charges

**\$387.58**

#### Current Month's Electric Charges

**\$387.58**

00000030-0000323-Page 18 of 26





## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211014563079  
**Statement Date:** 03/02/23



### Details of Charges – Service from 01/24/23 to 02/21/23

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

**Rate Schedule: Lighting Service**

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

Lighting Energy Charge	96 kWh @ \$0.03511/kWh	\$3.37
Fixture & Maintenance Charge	6 Fixtures	\$55.38
Lighting Pole / Wire	6 Poles	\$193.38
Lighting Fuel Charge	96 kWh @ \$0.04767/kWh	\$4.58
Storm Protection Charge	96 kWh @ \$0.01466/kWh	\$1.41
Clean Energy Transition Mechanism	96 kWh @ \$0.00036/kWh	\$0.03
Florida Gross Receipt Tax		\$0.24

#### Lighting Charges

**\$258.39**

#### Current Month's Electric Charges

**\$258.39**

00000036-0000324-Page 18 of 26



## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211014563327  
**Statement Date:** 03/02/23

### Details of Charges – Service from 01/24/23 to 02/21/23

Service for: NORTHWOOD 3B, WESLEY CHAPEL, FL 33544-6649

#### Rate Schedule: Lighting Service

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

Lighting Energy Charge	220 kWh @ \$0.03511/kWh	\$7.72
Fixture & Maintenance Charge	12 Fixtures	\$108.98
Lighting Pole / Wire	12 Poles	\$371.18
Lighting Fuel Charge	220 kWh @ \$0.04767/kWh	\$10.49
Storm Protection Charge	220 kWh @ \$0.01466/kWh	\$3.23
Clean Energy Transition Mechanism	220 kWh @ \$0.00036/kWh	\$0.08
Florida Gross Receipt Tax		\$0.55

#### Lighting Charges

**\$502.23**

#### Current Month's Electric Charges

**\$502.23**

00000030-0000324- Page 20 of 26



## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211014563533

**Statement Date:** 03/02/23

### Details of Charges – Service from 01/24/23 to 02/21/23

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

**Rate Schedule: Lighting Service**

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

Lighting Energy Charge	208 kWh @ \$0.03511/kWh	\$7.30
Fixture & Maintenance Charge	13 Fixtures	\$119.99
Lighting Pole / Wire	13 Poles	\$418.99
Lighting Fuel Charge	208 kWh @ \$0.04767/kWh	\$9.92
Storm Protection Charge	208 kWh @ \$0.01466/kWh	\$3.05
Clean Energy Transition Mechanism	208 kWh @ \$0.00036/kWh	\$0.07
Florida Gross Receipt Tax		\$0.52

**Lighting Charges** **\$559.84**

**Current Month's Electric Charges** **\$559.84**

00000030-0000325-Page 21 of 26



## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211014563772

**Statement Date:** 03/02/23

### Details of Charges – Service from 01/24/23 to 02/21/23

Service for: NORTHWOOD, UNIT 8&, WESLEY CHAPEL, FL 33543-0000

#### Rate Schedule: Lighting Service

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

Lighting Energy Charge	240 kWh @ \$0.03511/kWh	\$8.43
Fixture & Maintenance Charge	15 Fixtures	\$138.45
Lighting Pole / Wire	15 Poles	\$483.45
Lighting Fuel Charge	240 kWh @ \$0.04767/kWh	\$11.44
Storm Protection Charge	240 kWh @ \$0.01466/kWh	\$3.52
Clean Energy Transition Mechanism	240 kWh @ \$0.00036/kWh	\$0.09
Florida Gross Receipt Tax		\$0.60
<b>Lighting Charges</b>		<b>\$645.98</b>
<b>Current Month's Electric Charges</b>		<b>\$645.98</b>

00000030-0000325-Page 22 of 25



## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211014563988  
**Statement Date:** 03/02/23

### Details of Charges – Service from 01/24/23 to 02/21/23

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

#### Rate Schedule: Lighting Service

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

Lighting Energy Charge	160 kWh @ \$0.03511/kWh	\$5.62
Fixture & Maintenance Charge	10 Fixtures	\$92.30
Lighting Pole / Wire	10 Poles	\$322.30
Lighting Fuel Charge	160 kWh @ \$0.04767/kWh	\$7.63
Storm Protection Charge	160 kWh @ \$0.01466/kWh	\$2.35
Clean Energy Transition Mechanism	160 kWh @ \$0.00036/kWh	\$0.06
Florida Gross Receipt Tax		\$0.40
<b>Lighting Charges</b>		<b>\$430.66</b>
<b>Current Month's Electric Charges</b>		<b>\$430.66</b>

00000030-0000326-Page 23 of 26



## ACCOUNT INVOICE

tampaelectric.com



**Account:** 211014564267  
**Statement Date:** 03/02/23

### Details of Charges – Service from 01/24/23 to 02/21/23

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

**Rate Schedule: Lighting Service**

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

Lighting Energy Charge	128 kWh @ \$0.03511/kWh	\$4.49
Fixture & Maintenance Charge	8 Fixtures	\$73.84
Lighting Pole / Wire	8 Poles	\$257.84
Lighting Fuel Charge	128 kWh @ \$0.04767/kWh	\$6.10
Storm Protection Charge	128 kWh @ \$0.01466/kWh	\$1.88
Clean Energy Transition Mechanism	128 kWh @ \$0.00036/kWh	\$0.05
Florida Gross Receipt Tax		\$0.32

#### Lighting Charges

**\$344.52**

#### Current Month's Electric Charges

**\$344.52**

00000030-0000325-Page 24 of 26



# ACCOUNT INVOICE

tampaelectric.com



**Account:** 211014564473  
**Statement Date:** 03/02/23

## Details of Charges – Service from 01/24/23 to 02/21/23

Service for: NORTHWOOD SUBDIVISION, WESLEY CHAPEL, FL 33543-0000

**Rate Schedule: Lighting Service**

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

Lighting Energy Charge	432 kWh @ \$0.03511/kWh	\$15.17
Fixture & Maintenance Charge	27 Fixtures	\$249.21
Lighting Pole / Wire	27 Poles	\$870.21
Lighting Fuel Charge	432 kWh @ \$0.04767/kWh	\$20.59
Storm Protection Charge	432 kWh @ \$0.01466/kWh	\$6.33
Clean Energy Transition Mechanism	432 kWh @ \$0.00036/kWh	\$0.16
Florida Gross Receipt Tax		\$1.08
<b>Lighting Charges</b>		<b>\$1,162.75</b>
<b>Current Month's Electric Charges</b>		<b>\$1,162.75</b>
<b>Total Current Month's Charges</b>		<b>\$8,560.29</b>

### Important Messages

We've noticed that you have been paying your bill electronically lately. To help cut down on clutter and waste, we are no longer including a remittance envelope with your bill. Should you want to mail in your payment, you can request a payment envelope by calling 813-223-0800 or simply use a regular envelope and address it to TECO P.O. Box 31318, Tampa, Florida 33631-3318.

00000030-0000327-Page 23 of 26



## ACCOUNT INVOICE

tampaelectric.com



# Received

Statement Date: 03/22/2023

Account: 211014561545

MAR 27 2023

NORTHWOOD CDD  
1406 CALADESI DR  
WESLEY CHAPEL, FL 33544-6647

ACH

Current month's charges:	\$33.51
Total amount due:	\$28.00
Payment Due By:	04/12/2023

### Your Account Summary

Previous Amount Due	\$32.68
Payment(s) Received Since Last Statement	-\$38.19
Credit balance after payments and credits	-\$5.51
<b>Current Month's Charges</b>	<b>\$33.51</b>
<b>Total Amount Due</b>	<b>\$28.00</b>

**DO NOT PAY.** Your account will be drafted on 04/12/2023

# One Less Worry :)

Go paperless and get  
payment reminders  
so you never lose  
track of your bill.



[TampaElectric.com/Paperless](http://TampaElectric.com/Paperless)

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

# SCAM ALERT!

### Scammers are calling. Don't be a victim.

- Scammers can alter caller ID numbers to make it look like TECO is calling.
- We will never ask you to purchase a prepaid card or download a payment app.
- **Know what you owe.** Reference your most recent bill or log in to your online account.
- If you think a call is a scam, hang up.

To learn more, or to report a scam, visit [tampaelectric.com/scam](http://tampaelectric.com/scam)

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



### WAYS TO PAY YOUR BILL



See reverse side for more information

Account: 211014561545

Current month's charges:	\$33.51
Total amount due:	\$28.00
Payment Due By:	04/12/2023

**Amount Enclosed** \$

682247954805 DO NOT PAY, YOUR ACCOUNT WILL BE DRAFTED ON 04/12/2023

00001799 01 AV 0.47 33607 FTECO103222322371410 00000 03 01000000 012 02 11281 003



NORTHWOOD CDD  
2005 PAN AM CIRCLE SUITE 300  
TAMPA, FL 33607-6008

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



**Account:** 211014561545  
**Statement Date:** 03/22/2023  
**Current month's charges due** 04/12/2023

## Details of Charges – Service from 02/16/2023 to 03/16/2023

Service for: 1406 CALADESI DR, WESLEY CHAPEL, FL 33544-6647

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

Meter Number	Read Date	Current Reading	Previous Reading	=	Total Used	Multiplier	Billing Period
1000156649	03/16/2023	4,702	4,622		80 kWh	1	29 Days

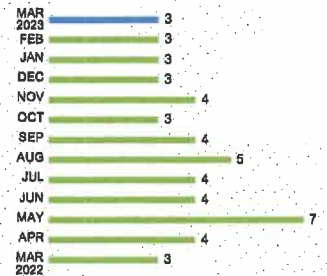
Daily Basic Service Charge	29 days @ \$0.75000	\$21.75
Energy Charge	80 kWh @ \$0.07990/kWh	\$6.39
Fuel Charge	80 kWh @ \$0.04832/kWh	\$3.87
Storm Protection Charge	80 kWh @ \$0.00400/kWh	\$0.32
Clean Energy Transition Mechanism	80 kWh @ \$0.00427/kWh	\$0.34
Florida Gross Receipt Tax		\$0.84
<b>Electric Service Cost</b>		<b>\$33.51</b>

**Total Current Month's Charges**

**\$33.51**

### Tampa Electric Usage History

Kilowatt-Hours Per Day  
(Average)



## Important Messages

### Important Rate Information for Outdoor Lighting Customers

The Florida Public Service Commission (PSC) approved Tampa Electric's request to recover uncollected fuel costs from 2022 and expenses for the prompt restoration efforts after Hurricanes Ian and Nicole. Visit [tampaelectric.com/ratecommunications](http://tampaelectric.com/ratecommunications) to view new lighting rates that are effective April 2023.





# Received

MAR 27 2023

## ACCOUNT INVOICE

tampaelectric.com



Statement Date: 03/22/2023

Account: 221008584130

NORTHWOOD CDD  
27415 COUNTY LINE RD, SIGN  
WESLEY CHAPEL, FL 33543

AC H

Current month's charges:	\$22.31
Total amount due:	\$16.12
Payment Due By:	04/12/2023

### Your Account Summary

Previous Amount Due	\$22.31
Payment(s) Received Since Last Statement	-\$28.50
Credit balance after payments and credits	-\$6.19
<b>Current Month's Charges</b>	<b>\$22.31</b>
<b>Total Amount Due</b>	<b>\$16.12</b>

**DO NOT PAY.** Your account will be drafted on 04/12/2023

# One Less Worry :)

Go paperless and get  
payment reminders  
so you never lose  
track of your bill.



[TampaElectric.com/Paperless](http://TampaElectric.com/Paperless)

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

# SCAM ALERT!

## Scammers are calling. Don't be a victim.

- Scammers can alter caller ID numbers to make it look like TECO is calling.
- We will never ask you to purchase a prepaid card or download a payment app.
- **Know what you owe.** Reference your most recent bill or log in to your online account.
- If you think a call is a scam, hang up.

To learn more, or to report a scam, visit [tampaelectric.com/scam](http://tampaelectric.com/scam)

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



### WAYS TO PAY YOUR BILL



See reverse side for more information

Account: 221008584130

Current month's charges:	\$22.31
Total amount due:	\$16.12
Payment Due By:	04/12/2023

**Amount Enclosed** \$

630396304362 DO NOT PAY, YOUR ACCOUNT WILL BE DRAFTED ON 04/12/2023

00001792 01 AV 0 47 33607 FTECO103222322371410 00000 03 01000000 012 02 11274 003



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

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

**Account:** 221008584130  
**Statement Date:** 03/22/2023  
**Current month's charges due** 04/12/2023

## Details of Charges – Service from 02/16/2023 to 03/16/2023

Service for: 27415 COUNTY LINE RD, SIGN, WESLEY CHAPEL, FL 33543

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

Meter Location: BEHIND SIGN

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000870639	03/16/2023	0		0		0 kWh	1	29 Days

Daily Basic Service Charge 29 days @ \$0.75000  
 Florida Gross Receipt Tax  
**Electric Service Cost**

\$21.75  
 \$0.56

**\$22.31**

**Total Current Month's Charges**

**\$22.31**

### Tampa Electric Usage History

Kilowatt-Hours Per Day (Average)

MAR 2023 0  
 FEB 0  
 JAN 0  
 DEC 0  
 NOV 0  
 OCT 0  
 SEP 0  
 AUG 0  
 JUL 0  
 JUN 0  
 MAY 0  
 APR 0

## Important Messages

### Important Rate Information for Outdoor Lighting Customers

The Florida Public Service Commission (PSC) approved Tampa Electric's request to recover uncollected fuel costs from 2022 and expenses for the prompt restoration efforts after Hurricanes Ian and Nicole. Visit [tampaelectric.com/ratecommunications](http://tampaelectric.com/ratecommunications) to view new lighting rates that are effective April 2023.



## Grau and Associates

951 W. Yamato Road, Suite 280  
Boca Raton, FL 33431-  
www.graucpa.com

Phone: 561-994-9299

Fax: 561-994-5823

*Northwood Community Development District  
2005 Pan Am Circle, Suite 300  
Tampa, FL 33607*

Invoice No. 23725  
Date 03/02/2023

---

SERVICE	AMOUNT
Audit FYE 09/30/2022	\$ <u>500.00</u>
Current Amount Due	\$ <u><u>500.00</u></u>

0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
500.00	0.00	0.00	0.00	0.00	500.00

Payment due upon receipt.



Landscape Maintenance Professionals,  
Incorporated  
Corporate Office  
PO Box 267  
Seffner, FL 33583

# Invoice

Date	Invoice #
3/23/2023	174539

Bill To
Northwood CDD c/o Meritus 2005 Pan Am Cir. Suite 300 Tampa, FL 33607

			Estimate No.		P.O. No.		Terms		Rep		
			81827				Net 30		RWC		
Item	Description	Est Amt	Prior Amt	Prior %	Qty	Rate	Curr %	Total %	Amount		
7030 - S...	We propose to deliver and install the spring flower rotation for Northwood cdd. All work includes, clean-up, removal, and disposal of debris generated during the course of work.										
	Spring Flower Rotation 4" Pot	3,275.00			1,310	2.50	100.00%	100.00%	3,275.00		
						Total					\$3,275.00
						Payments/Credits					\$0.00
						Balance Due					\$3,275.00

<b>Invoice Number</b>	2052518
<b>Invoice Date</b>	March 9, 2023
<b>Purchase Order</b>	215600254
<b>Customer Number</b>	83333
<b>Project Number</b>	215600254

**Bill To**

Northwood Community Development District  
Accounts Payable  
c/o Inframark  
210 North University Drive, Suite 702  
Coral Springs FL 33071  
United States

**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

Stewart, Tonja L

For Period Ending

**February 24, 2023**

Current Invoice Total (USD)

547.50

---

Follow up and report to DM regarding Northwood Palms Boulevard roadway maintenance and re-surfacing

**Top Task 2023 2023 FY General Consulting**
**Professional Services**

Category/Employee		Current Hours	Rate	Current Amount
	Stewart, Tonja L	2.50	219.00	547.50
	<b>Subtotal Professional Services</b>	<u>2.50</u>		<u>547.50</u>
Top Task Subtotal	2023 FY General Consulting			547.50
	<b>Total Fees &amp; Disbursements</b>			<u>547.50</u>
	<b>INVOICE TOTAL (USD)</b>			<b>547.50</b>

---

**Due upon receipt or in accordance with terms of the contract**


---

Please contact Summer Fillinger if you have any questions concerning this invoice.

Phone: (262) 241-8222 [E-mail: Summer.Fillinger@Stantec.com](mailto:Summer.Fillinger@Stantec.com)
**\*\* PLEASE SEND AN INVOICE # WITH PAYMENT \*\***

Thank you.



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

## Service Inspection Report/Invoice

**ORDER #: 590228742**

WORK DATE: 03/06/2023

**BILL-TO 59019323**

Northwood CDD  
Teresa  
2005 Pan Am Cir Ste 300  
Tampa, FL 33607-2529

Phone: 813-397-5120 x340

**LOCATION 59019323**

Northwood CDD  
Jose Marquez  
27248 Big Sur Dr  
Wesley Chapel, FL 33544-6656

Phone: 813-991-1155

**Time In:** 3/6/2023 6:59:13 AM

**Time Out:** 3/6/2023 7:24:10 AM

**Customer Signature**

*Kay Account*

After hours service.

**Technician Signature**

*Dan Miller*

Daniel Miller

**License #:**

Purchase Order	Terms	Service Description	Quantity	Amount
None	COD	Pest Bi Monthly Commercial	1.00	108.00
<b>Subtotal</b>				108.00
<b>Tax</b>				0.00
<b>Total Due:</b>				<b>108.00</b>

### TECHNICIANS

Daniel Miller

### GENERAL COMMENTS / INSTRUCTIONS

Treated interior and exterior perimeter for insect pests including windows and doors.

CONDITIONS / OBSERVATIONS	Reported	Severity	Responsibility	Reviewed
<i>None Noted.</i>				

### PRODUCTS APPLICATION SUMMARY

Material	Lot #	EPA #	A.I. %	A.I. Conc.	Active Ingredient	Finished Qty	Undiluted Qty
CY-Kick CS (Conc).		499-304	6.0000%	0.0469	Cyfluthrin	1.0000 Gallon	1.0000 Fluid Ounce
<b>Target Pests:</b> Ants							
Material	Lot #	EPA #	A.I. %	A.I. Conc.	Active Ingredient	Finished Qty	Undiluted Qty
MicroCare Pressurized Insecticide.		499-539	3.0000%	n/a	Pyrethrins; Piperonyl Butoxide	1.0000 Fluid Ounce	1.2000 Milliliters
<b>Target Pests:</b> Spider							
Material	Lot #	EPA #	A.I. %	A.I. Conc.	Active Ingredient	Finished Qty	Undiluted Qty
NiBor-D.		64405-8	98.0000%	98.0000	Disodium Octaborate Tetrahydrate	4.0000 Ounce	0.2500 Pounds
<b>Target Pests:</b> Cockroaches							

PEST ACTIVITY	# Areas	# Devices	Pest Totals
<i>None Noted.</i>			

Reminder: Please call Truly Nolen Branch 059 at 813-232-3237 with any questions. Thank you.

Warning: Pesticides can be harmful. Keep children and pets away from pesticide applications until dry, dissipated or aerated. For more information contact Truly Nolen Exterminating at 813-232-3237.



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

## Service Inspection Report/Invoice

**ORDER #: 590228742**

WORK DATE: 03/06/2023

### PEST RED ZONE

1. **Cabinets & Closets**
2. **Kitchen**
3. **Bathrooms**
4. **Utility Closet**
5. **Storage**
6. **Lobby**

### PEST YELLOW ZONE

1. **Eaves & Soffits**
2. **Cracks & Crevices**
3. **Establish Perimeter Barrier**
4. **Windows**
5. **Doors**
6. **Wasp Nests**
7. **Spider Webs**
8. **Downspouts**

### PEST GREEN ZONE

1. **Driveway & Walkway Edges**
2. **Refuse Collection Areas**
3. **Utility Areas**

Reminder: Please call Truly Nolen Branch 059 at 813-232-3237 with any questions. Thank you.

Warning: Pesticides can be harmful. Keep children and pets away from pesticide applications until dry, dissipated or aerated. For more information contact Truly Nolen Exterminating at 813-232-3237.





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

## Service Inspection Report/Invoice

**ORDER #: 590228930**

WORK DATE: 03/06/2023

**BILL-TO 59019323**

Northwood CDD  
Teresa  
2005 Pan Am Cir Ste 300  
Tampa, FL 33607-2529

Phone: 813-397-5120 x340

**LOCATION 59019323**

Northwood CDD  
Jose Marquez  
27248 Big Sur Dr  
Wesley Chapel, FL 33544-6656

Phone: 813-991-1155

**Time In:** 3/6/2023 7:26:42 AM

**Time Out:** 3/6/2023 7:36:55 AM

**Customer Signature**

Kay Account

After hours service.

**Technician Signature**

Dan Miller

Daniel Miller

**License #:**

Purchase Order	Terms	Service Description	Quantity	Amount
None	NET 15	Pest Bi Monthly Commercial	1.00	64.00
<b>Subtotal</b>				64.00
<b>Tax</b>				0.00
<b>Total Due:</b>				<b>64.00</b>

### TECHNICIANS

Daniel Miller

### GENERAL COMMENTS / INSTRUCTIONS

pc service for playground and attached bathrooms  
Treated interior and exterior perimeter for insect pests including windows and doors.

CONDITIONS / OBSERVATIONS	Reported	Severity	Responsibility	Reviewed
None Noted.				

### PRODUCTS APPLICATION SUMMARY

Material	Lot #	EPA #	A.I. %	A.I. Conc.	Active Ingredient	Finished Qty	Undiluted Qty
CY-Kick CS (Conc).		499-304	6.0000%	0.0469	Cyfluthrin	1.0000 Gallon	1.0000 Fluid Ounce
<b>Target Pests:</b> Ants							
Material	Lot #	EPA #	A.I. %	A.I. Conc.	Active Ingredient	Finished Qty	Undiluted Qty
MicroCare Pressurized Insecticide.		499-539	3.0000%	n/a	Pyrethrins; Piperonyl Butoxide	1.0000 Fluid Ounce	1.2000 Milliliters
<b>Target Pests:</b> Spider							

PEST ACTIVITY	# Areas	# Devices	Pest Totals
None Noted.			

### DEVICE INSPECTION SUMMARY

Reminder: Please call Truly Nolen Branch 059 at 813-232-3237 with any questions. Thank you.

Warning: Pesticides can be harmful. Keep children and pets away from pesticide applications until dry, dissipated or aerated. For more information contact Truly Nolen Exterminating at 813-232-3237.



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

## Service Inspection Report/Invoice

**ORDER #: 590228930**

WORK DATE: 03/06/2023

### PEST RED ZONE

1. **Bathrooms**

### PEST YELLOW ZONE

1. **Eaves & Soffits**
2. **Cracks & Crevices**
3. **Establish Perimeter Barrier**
4. **Windows**
5. **Doors**
6. **Wasp Nests**
7. **Spider Webs**

### PEST GREEN ZONE

1. **Refuse Collection Areas**

Reminder: Please call Truly Nolen Branch 059 at 813-232-3237 with any questions. Thank you.

Warning: Pesticides can be harmful. Keep children and pets away from pesticide applications until dry, dissipated or aerated. For more information contact Truly Nolen Exterminating at 813-232-3237.

# **Northwood Community Development District**

Financial Statements  
(Unaudited)

Period Ending  
March 31, 2023

Prepared by:



2005 Pan Am Circle ~ Suite 300 ~ Tampa, Florida 33607  
Phone (813) 873-7300 ~ Fax (813) 873-7070

# NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT

## Balance Sheet

As of March 31, 2023

(In Whole Numbers)

ACCOUNT DESCRIPTION	GENERAL		TOTAL
	FUND	FIXED ASSETS FUND	
<b>ASSETS</b>			
Cash - Operating Account	\$ 526,553	\$ -	\$ 526,553
Cash - Reserve Account	191,400	-	191,400
Investments:			
SBA Account	264,869	-	264,869
Deposits - Electric	1,900	-	1,900
Fixed Assets			
Buildings	-	341,662	341,662
Improvements Other Than Buildings (IOTB)	-	7,679,714	7,679,714
Equipment and Furniture	-	59,796	59,796
Construction Work In Process	-	100,984	100,984
Bond Issuance Cost	-	204,770	204,770
<b>TOTAL ASSETS</b>	<b>\$ 984,722</b>	<b>\$ 8,386,926</b>	<b>\$ 9,371,648</b>
<b>LIABILITIES</b>			
Accounts Payable	\$ 20,012	\$ -	\$ 20,012
Refundable Deposits	50	-	50
<b>TOTAL LIABILITIES</b>	<b>20,062</b>	<b>-</b>	<b>20,062</b>
<b>FUND BALANCES</b>			
Unassigned:	964,660	8,386,926	9,351,586
<b>TOTAL FUND BALANCES</b>	<b>964,660</b>	<b>8,386,926</b>	<b>9,351,586</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 984,722</b>	<b>\$ 8,386,926</b>	<b>\$ 9,371,648</b>

**NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending March 31, 2023  
General Fund (001)  
*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b><u>REVENUES</u></b>				
Room Rentals	\$ 6,000	\$ 5,283	\$ (717)	88.05%
Special Assmnts- Tax Collector	690,272	657,315	(32,957)	95.23%
Other Miscellaneous Revenues	-	6,227	6,227	0.00%
<b>TOTAL REVENUES</b>	<b>696,272</b>	<b>668,825</b>	<b>(27,447)</b>	<b>96.06%</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
Supervisor Fees	13,000	5,200	7,800	40.00%
District Counsel	5,000	964	4,036	19.28%
District Engineer	3,000	1,588	1,412	52.93%
District Manager	57,500	28,750	28,750	50.00%
Auditing Services	7,400	500	6,900	6.76%
Website Compliance	1,500	1,100	400	73.33%
Postage, Phone, Faxes, Copies	3,000	996	2,004	33.20%
Public Officials Insurance	2,982	4,678	(1,696)	156.87%
Legal Advertising	1,000	316	684	31.60%
Misc-Taxes	-	1,432	(1,432)	0.00%
Bank Fees	100	-	100	0.00%
Website Administration	1,200	672	528	56.00%
Office Supplies	100	-	100	0.00%
Dues, Licenses, Subscriptions	350	175	175	50.00%
<b>Total Administration</b>	<b>96,132</b>	<b>46,371</b>	<b>49,761</b>	<b>48.24%</b>
<b><u>Electric Utility Services</u></b>				
Utility - Electric	60,000	45,098	14,902	75.16%
<b>Total Electric Utility Services</b>	<b>60,000</b>	<b>45,098</b>	<b>14,902</b>	<b>75.16%</b>
<b><u>Garbage/Solid Waste Services</u></b>				
Garbage Collection	120,000	64,597	55,403	53.83%
<b>Total Garbage/Solid Waste Services</b>	<b>120,000</b>	<b>64,597</b>	<b>55,403</b>	<b>53.83%</b>
<b><u>Water-Sewer Comb Services</u></b>				
Utility - Water	3,500	2,784	716	79.54%
<b>Total Water-Sewer Comb Services</b>	<b>3,500</b>	<b>2,784</b>	<b>716</b>	<b>79.54%</b>

**NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending March 31, 2023  
General Fund (001)  
*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b><u>Other Physical Environment</u></b>				
Field Services	75,000	12,553	62,447	16.74%
Contracts-Landscape Consultant	4,680	780	3,900	16.67%
Contracts - Landscape	75,000	47,527	27,473	63.37%
Onsite Staff	-	27,209	(27,209)	0.00%
Insurance - General Liability	3,552	3,843	(291)	108.19%
Insurance -Property & Casualty	7,921	8,391	(470)	105.93%
Insurance - Crime	272	292	(20)	107.35%
R&M-Other Landscape	15,000	10,550	4,450	70.33%
R&M-Lake	16,000	10,593	5,407	66.21%
Plant Replacement Program	10,000	6,214	3,786	62.14%
Maintenance & Repairs	2,000	169	1,831	8.45%
Irrigation Maintenance	2,500	2,568	(68)	102.72%
<b>Total Other Physical Environment</b>	<b>211,925</b>	<b>130,689</b>	<b>81,236</b>	<b>61.67%</b>
<b><u>Road and Street Facilities</u></b>				
Pavement/Signage/Wall Repairs	15,000	3,481	11,519	23.21%
Holiday Decoration	10,000	11,005	(1,005)	110.05%
<b>Total Road and Street Facilities</b>	<b>25,000</b>	<b>14,486</b>	<b>10,514</b>	<b>57.94%</b>
<b><u>Parks and Recreation</u></b>				
Security Patrol Services	15,000	6,140	8,860	40.93%
Telephone/Fax/Internet Services	2,500	2,280	220	91.20%
R&M-Clubhouse	3,500	5,957	(2,457)	170.20%
R&M-Pools	15,000	3,508	11,492	23.39%
Pool Furniture repair & replacement	4,000	-	4,000	0.00%
Recreation / Park Facility Maintenance	1,000	7,444	(6,444)	744.40%
Security System Monitoring & Maint.	5,000	4,657	343	93.14%
Special Events	2,000	1,682	318	84.10%
Op Supplies - Clubhouse	1,000	-	1,000	0.00%
<b>Total Parks and Recreation</b>	<b>49,000</b>	<b>31,668</b>	<b>17,332</b>	<b>64.63%</b>
<b><u>Other Fees and Charges</u></b>				
Community Enhancement Projects	17,970	1,963	16,007	10.92%
<b>Total Other Fees and Charges</b>	<b>17,970</b>	<b>1,963</b>	<b>16,007</b>	<b>10.92%</b>
<b><u>Contingency</u></b>				
Miscellaneous Expenses	22,745	5,882	16,863	25.86%
<b>Total Contingency</b>	<b>22,745</b>	<b>5,882</b>	<b>16,863</b>	<b>25.86%</b>

**NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending March 31, 2023  
General Fund (001)  
*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b><u>Reserves</u></b>				
Reserve - Undesignated	90,000	51,952	38,048	57.72%
<b>Total Reserves</b>	90,000	51,952	38,048	57.72%
<b>TOTAL EXPENDITURES &amp; RESERVES</b>	<b>696,272</b>	<b>395,490</b>	<b>300,782</b>	<b>56.80%</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	273,335	273,335	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2022)</b>		<b>691,325</b>		
<b>FUND BALANCE, ENDING</b>		<b>\$ 964,660</b>		

**NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending March 31, 2023  
General Fixed Assets Fund (900)  
*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b><u>REVENUES</u></b>				
<b>TOTAL REVENUES</b>	-	-	-	<b>0.00%</b>
<b><u>EXPENDITURES</u></b>				
<b>TOTAL EXPENDITURES</b>	-	-	-	<b>0.00%</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	-	-	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2022)</b>		<b>8,386,926</b>		
<b>FUND BALANCE, ENDING</b>		<b><u>\$ 8,386,926</u></b>		



# NORTHWOOD CDD

## Bank Reconciliation

Bank Account No. 8325 TRUIST-GF OPERATING  
Statement No. 03-23  
Statement Date 3/31/2023

G/L Balance (LCY)	717,952.66	Statement Balance	727,934.11
G/L Balance	717,952.66	Outstanding Deposits	200.00
Positive Adjustments	0.00		
		Subtotal	728,134.11
Subtotal	717,952.66	Outstanding Checks	10,181.45
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	717,952.66	Ending Balance	717,952.66
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
<b>Checks</b>						
9/30/2022		JE000008	311000000001 070622 Tampa Electric ACH	8,529.12	8,529.12	0.00
1/24/2023	Payment	6239	MIMIEAUX KILPATRICK	400.00	400.00	0.00
1/24/2023	Payment	6240	OLM, INC.	390.00	390.00	0.00
3/2/2023	Payment	6261	ADT SECURITY SERVICES	2,615.69	2,615.69	0.00
3/2/2023	Payment	6262	DECOPLAD INTEGRAL SERVICES INC	2,400.00	2,400.00	0.00
3/2/2023	Payment	6263	FRONTIER COMMUNICATIONS	370.36	370.36	0.00
3/2/2023	Payment	6264	GPS POOLS	28,838.46	28,838.46	0.00
3/2/2023	Payment	6265	LANDSCAPE MAINTENANCE	12,809.70	12,809.70	0.00
3/2/2023	Payment	6266	PASCO COUNTY UTILITIES SERVICE	217.67	217.67	0.00
3/9/2023	Payment	6268	ADT SECURITY SERVICES	179.50	179.50	0.00
3/9/2023	Payment	6269	BARBARA CRUZ	200.00	200.00	0.00
3/9/2023	Payment	6270	BRIAN MUNARI	200.00	200.00	0.00
3/9/2023	Payment	6271	BRIAN QUIGLEY	200.00	200.00	0.00
3/9/2023	Payment	6272	INFRAMARK LLC	4,921.56	4,921.56	0.00
3/9/2023	Payment	6273	JENNIFER INMAN	200.00	200.00	0.00
3/9/2023	Payment	6274	LANDSCAPE MAINTENANCE	5,975.26	5,975.26	0.00
3/9/2023	Payment	6276	TAMPA ELECTRIC COM	54.99	54.99	0.00
3/16/2023	Payment	6278	LANDSCAPE MAINTENANCE	315.00	315.00	0.00
3/16/2023	Payment	6280	OLM, INC.	390.00	390.00	0.00
3/16/2023	Payment	6281	TRULY NOLEN OF AMERICA INC	172.00	172.00	0.00
3/21/2023		JE000101	Home Depot ACH #6876###	168.74	168.74	0.00
3/23/2023	Payment	6282	STANTEC CONSULTING	547.50	547.50	0.00
3/30/2023	Payment	6286	INFRAMARK LLC	5,060.30	5,060.30	0.00
3/31/2023		JE000102	DEBIT CARD PURCHASE	473.75	473.75	0.00
3/31/2023		JE000103	Decision HR	6,217.04	6,217.04	0.00
3/31/2023		JE000104	Fla Dept Reve	119.94	119.94	0.00
3/31/2023		JE000105	Frontier	370.36	370.36	0.00
3/31/2023		JE000106	Square	1,063.90	1,063.90	0.00
Total Checks				83,400.84	83,400.84	0.00
<b>Deposits</b>						
3/31/2023		JE000107	Square Bank Activity MArch	G/L Ac 2,209.37	2,209.37	0.00
3/8/2023		JE000109	Pasco County Tax collector	G/L Ac 563.85	563.85	0.00

# NORTHWOOD CDD

## Bank Reconciliation

Posting Date	Document Type	Document No.	Description		Amount	Cleared Amount	Difference
3/8/2023		JE000110	Pasco County Tax collector	G/L Ac	5,990.47	5,990.47	0.00
3/31/2023		JE000108	Correction to TECO	G/L Ac	23.82	23.82	0.00
Total Deposits					8,787.51	8,787.51	0.00
<b>Outstanding Checks</b>							
9/30/2022		JE000004	chk#5697### Sport Surfaces		1,200.00	0.00	1,200.00
9/30/2022		JE000005	chk#5709### Mimieaux Kilpatrick		200.00	0.00	200.00
9/30/2022		JE000006	chk#5837### Mimieaux Kilpatrick		200.00	0.00	200.00
9/30/2022		JE000007	CD357 Sales Tax Payment - June		35.98	0.00	35.98
9/30/2022		JE000009	chk#6121### OLM, Inc.		390.00	0.00	390.00
12/27/2022	Payment	DD102	Payment of Invoice 000161		5,338.71	0.00	5,338.71
1/27/2023	Payment	6243	JENNIFER INMAN		200.00	0.00	200.00
3/1/2023	Payment	DD106	Payment of Invoice 000347		89.99	0.00	89.99
3/16/2023	Payment	6279	MIMIEAUX KILPATRICK		200.00	0.00	200.00
3/30/2023	Payment	6283	BARBARA CRUZ		200.00	0.00	200.00
3/30/2023	Payment	6284	BRIAN MUNARI		200.00	0.00	200.00
3/30/2023	Payment	6285	GRAU & ASSOCIATES		500.00	0.00	500.00
3/30/2023	Payment	6288	PASCO COUNTY UTILITIES SERVICE		1,426.77	0.00	1,426.77
<b>Total Outstanding Checks.....</b>					<b>10,181.45</b>		<b>10,181.45</b>
<b>Outstanding Deposits</b>							
12/15/2022		JE000025	Deposit ck#138369#####	G/L Ac	200.00	0.00	200.00
<b>Total Outstanding Deposits.....</b>					<b>200.00</b>		<b>200.00</b>

## March Bank statement Debit Charges

### Other withdrawals, debits and service charges

DATE	DESCRIPTION	AMOUNT(\$)
03/01	DEBIT CARD RECURRING PYMT ECHELON FIT 02-28 WWW.ECHELONFI TN 1941	34.99
03/01	INTERNET PAYMENT BILL PAY FRONTIER COMMUNI 17153683811	89.99
03/01	230301P2 Square Inc L21435262157	967.55
03/03	DEBIT CARD PURCHASE AMZN MKTP US*H53GQ 03-02 AMZN.COM/BILL WA 1941	105.36
03/06	DEBIT CARD RECURRING PYMT CANVA* I03715-1407 03-05 HTTPSCANVA.CO DE 1941	12.99
03/07	DEBIT CARD RECURRING PYMT GOOGLE *YouTube Mu 03-06 g.co/helppay# CA 1941	17.03
03/07	ACH CORP DEBIT C01 FLA DEPT REVENUE NORTHWOOD COMMU CUSTOMER ID 37057056	119.94
03/10	DEBIT CARD PURCHASE Amazon.com*HG1PT0Q 03-10 Amzn.com/bill WA 1941	43.85
03/10	ACH CORP DEBIT BILL PAY FRONTIER COMMUNI NORTHWOOD CDD CUSTOMER ID 17187272381	280.37
03/10	ACH CORP DEBIT PAYROLL DECISION HR USA Northwood Community De CUSTOMER ID 5623	2,921.91
03/15	DEBIT CARD PURCHASE AMZN MKTP US*HG5Z3 03-14 AMZN.COM/BILL WA 1941	21.49
03/23	DEBIT CARD PURCHASE AMZN MktP US*H79JP 03-22 Amzn.com/bill WA 1941	135.68
03/24	ACH CORP DEBIT PAYROLL DECISION HR USA Northwood Community De CUSTOMER ID 5623	3,295.13
03/24	UTILITYBIL TECO/PEOPLE GAS 0001 NORTHWOOD CDD	8,560.29
03/28	230328P2 Square Inc L21437753793	96.35
03/30	DEBIT CARD PURCHASE AMZN MktP US*HY8OM 03-29 Amzn.com/bill WA 1941	67.37
03/31	DEBIT CARD RECURRING PYMT ECHELON FIT 03-30 WWW.ECHELONFI TN 1941	34.99
Total other withdrawals, debits and service charges		= \$16,805.28

1. 34.99
2. 105.36
3. 12.99-No receipt Canva Jen use for Slide/Artwork
4. 17.03-No receipt Music streaming in Clubhouse
5. 43.85
6. 21.49
7. 135.68
8. 67.37
9. 34.99

Order Placed: February 28, 2023

Amazon.com order number: 113-2879854-1829054

Order Total: \$105.36

**Not Yet Shipped****Items Ordered****Price**

2 of: *Flamingo P Stretch Office Chair Covers Computer Chair Universal Chair Cover Slipcovers Contemporary High Back Office Chair Covers Thick Checked Jacquard with 2 Arm Covers (Off White, Large)*  
 Sold by: Flamingo P ([seller profile](#)) | Product question? ([Ask Seller](#))  
 Condition: New

\$20.99

1 of: *2 Pieces Acrylic Business Card Holder Wall Mount Clear Sticker Display Rack Multiple Clear Acrylic Card Organizer Sticker Display Stand Pre Drilled Index Card Storage (16 Pockets/ 23x 8")*  
 Sold by: xiaoloukey ([seller profile](#))  
 Condition: New

\$52.99

1 of: *SwiftGrip Pink Nitrile Gloves, 3-mil, Pink Industrial Gloves Disposable Latex Free, Gloves for Cleaning & Esthetician, Pink Rubber Gloves, Pink Cleaning Gloves, Powder-Free, 100-ct Box (Medium)*  
 Sold by: Schneider Care ([seller profile](#))  
 Condition: New

\$10.39

**Shipping Address:**

Jen Lavelle c/o Northwood CDD

**Shipping Speed:**

Delivery in fewer trips to your address

**Payment information****Payment Method:**

Visa | Last digits: 1941

Item(s) Subtotal: \$105.36

Shipping &amp; Handling: \$0.00

**Billing address**

Jen Lavelle  
 2005 PAN AM CIR STE 300  
 TAMPA, FL 33607-6008  
 United States

Total before tax: \$105.36

Estimated Tax: \$0.00

**Grand Total: \$105.36**To view the status of your order, return to [Order Summary](#).

Order Placed: March 7, 2023

Amazon.com order number: 113-2615573-5203410

Order Total: \$43.85

**Not Yet Shipped****Items Ordered****Price**1 of: *Tork Paper Towel Roll Natural - Universal Hand Roll, Natural Paper Towels with Brown Tissues made of 100% Recycled***\$43.85***Fiber. 6 Rolls x 800 ft. Compatible with H21 Dispenser, RK800E*Sold by: Amazon ([seller profile](#))

Business Price

Condition: New

**Shipping Address:**

Jen Lavelle c/o Northwood CDD

**Shipping Speed:**

Standard Shipping

**Payment information****Payment Method:**

Visa | Last digits: 1941

Item(s) Subtotal: \$43.85

Shipping &amp; Handling: \$0.00

**Billing address**

Jen Lavelle

Total before tax: \$43.85

2005 PAN AM CIR STE 300

Estimated Tax: \$0.00

TAMPA, FL 33607-6008

United States

**Grand Total: \$43.85**To view the status of your order, return to [Order Summary](#).



Final Details for Order #113-3142128-5692228

Order Placed: March 14, 2023

Amazon.com order number: 113-3142128-5692228

Order Total: \$21.49

Shipped on March 14, 2023	
<b>Items Ordered</b>	<b>Price</b>
1 of: Uinkit 100 sheets Presentation Paper Matte 11x17 Double Sided 35 lb Photo 11 x 17 2 Sides Brochure Photos Picture Poster Playbill Flyer 6.5 Mil Double Sold by: Hartwii-US ( <a href="#">seller profile</a> ) Condition: New	\$21.49
<b>Shipping Address:</b> Jen Lavelle c/o Northwood CDD	Item(s) Subtotal: \$21.49 Shipping & Handling: \$0.00 Total before tax: \$21.49 Sales Tax: \$0.00
<b>Shipping Speed:</b> FREE Prime Delivery	<b>Total for This Shipment:</b> \$21.49

Payment information	
<b>Payment Method:</b> Visa   Last digits: 1941	Item(s) Subtotal: \$21.49 Shipping & Handling: \$0.00
<b>Billing address</b> Jen Lavelle 2005 PAN AM CIR STE 300 TAMPA, FL 33607-6008 United States	Total before tax: \$21.49 Estimated Tax: \$0.00 Grand Total: \$21.49
<b>Credit Card transactions</b>	Visa ending in 1941: March 14, 2023: \$21.49

To view the status of your order, return to [Order Summary](#).

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Order Placed: March 20, 2023

Amazon.com order number: 113-4524046-4212222

Order Total: \$135.68

**Not Yet Shipped**

Items Ordered	Price
1 Of: Nestle Coffee mate Coffee Creamer, Original, Liquid Creamer Singles, Non Dairy, No Refrigeration, Box of 360 Sold by: Amazon ( <a href="#">seller profile</a> ) Business Price Condition: New	\$23.29
1 Of: Clorox Company Disinfecting Wipes, 3-Pack, White (Units per case: 2) Sold by: Beauty 4 Us ( <a href="#">seller profile</a> ) Condition: New	\$28.52
2 Of: Glade PlugIns Refills Air Freshener, Scented and Essential Oils for Home and Bathroom, Apple Cinnamon, 6.7 Fl Oz, 10 Count (Packaging May Vary) Sold by: Amazon.com Condition: New	\$29.94
1 Of: CELOX 36 Pack Non-Scratch Dish Sponge, Dual Sided Kitchen Sponges for Dishes, Long Lasting Dishwashing Household Cleaning Sponges for Kitchen, Easy to Dry and Reusable Sold by: Celox-US ( <a href="#">seller profile</a> ) Business Price Condition: New	\$23.99

**Shipping Address:**

Jen Lavelle c/o Northwood CDD

**Shipping Speed:**

Delivery in fewer trips to your address

**Payment information**
**Payment Method:**  
 Visa | Last digits: 1941

**Billing address**  
 Jen Lavelle  
 2005 PAN AM CIR STE 300  
 TAMPA, FL 33607-6008  
 United States

Item(s) Subtotal:	\$135.68
Shipping & Handling:	\$0.00
<hr/>	
Total before tax:	\$135.68
Estimated Tax:	\$0.00
<hr/>	
<b>Grand Total:</b>	<b>\$135.68</b>

To view the status of your order, return to [Order Summary](#).

Order Placed: March 28, 2023

Amazon.com order number: 113-7328267-6681057

Order Total: \$67.37

## Not Yet Shipped

## Items Ordered

Price

1 of: Chocolate Candy Mix- Includes: Hershey's Mini Eggs, Reese's Peanut Butter eggs, Hershey's Kisses, Rolo, York peppermint patties, Reese's peanut butter cups, And more! - 5 Pound Box  
 Sold by: Betty Bet (seller profile)  
 Condition: New

\$38.88

1 of: 100-Pcs Easter Eggs with Toys Inside / Prefilled Easter Eggs Includes Slap Bracelets, Sticky Hands, Light Up Rings & More / Plastic Easter Egg Fillers for Your Easter Egg Hunt Bulk Easter Party Favors  
 Sold by: Giraffe Manufacturing (seller profile)  
 Business Price  
 Condition: New

\$28.49

## Shipping Address:

## Shipping Speed:

Delivery in fewer trips to your address

## Payment information

## Payment Method:

Visa | Last digits: 1941

Item(s) Subtotal: \$67.37

Shipping &amp; Handling: \$0.00

## Billing address

Jen Lavelle  
 2005 PAN AM CIR STE 300  
 TAMPA, FL 33607-6008  
 United States

Total before tax: \$67.37

Estimated Tax: \$0.00

Grand Total: \$67.37

To view the status of your order, return to [Order Summary](#).[Conditions of Use](#) | [Privacy Notice](#) © 1996-2020, Amazon.com, Inc.





Jen Lavelle, On-Site Manager  
Northwood CDD  
27248 Big Sur Drive  
Wesley Chapel, FL 33544

Date: 4/3-4/9/2023

Employee: Lindsay M.



## Employee Task Sheet

	Time In / Out	Description/Summary of Work Performed	CH Tour w/ Home Owner and new Key Card	Tools Used
4/3	9:00a 2:00p	Cleaned up pool deck - chairs back in place 3 trash bins emptied. Walked Blvd picked up trash and changed all poop bins. Picked up trash @ courts. Cleaned entire Clubhouse after weekend rentals. Floors, baths, Kitchen. Met w/ Jen about community needs for the week.		
4p		Called Coke to get a new service started for new lock to replace damaged piece. Misc. other cleaning. Went to playground all good clean there, emptied poop bin there. Set up for infrastructure, picked up pool deck again, bath rooms		
4/4	9:08a 12:08	Picked up trash in parking lot & courts. Hung signs up letting community know we had no internet and were limited in our abilities. Here for G4V event. Cleaned both pool baths. Sanitized all drinking fountains. Misc. other cleaning. Ran leaf blower pool deck / CH property.		
4/5	9:07- 11:30	picked up pool deck. moved chairs back & hosed off. Calendar marquee at CH & pool deck. Picked up trash at courts & bathrooms all good. Walked Blvd. Put out blow up Easter Bunny @ 11am.		
4/6	9:00- 12:30	walked Blvd. Changed all poop bins & picked up trash. Emptied all 3 pool and 3 CH trash cans. Moved supplies from storage outside to prep for needed safety repairs in there. Pulled cradenza cord and patched wall. Broke down tables & chairs from Barrington setup. Cleaned up pool deck & chairs all back. Picked up trash in parking lot. Went to playground dumpster out & trash emptied. watered plants & Ran Vac.		
4/7	9:00am	pool deck leaf blow and hosed down. very busy already! Cleaned pool baths. Ran Vac at Clubhouse painted white walls in storage. Filled easter eggs w/ toy, stickers & candy. Prepped Clubhouse for rental tonight. Picked up pool deck and pool baths multiple times. Now busy for our community. Moved tables & chairs back into closet.		

4/7 - went to playground all good there. Dumpster  
in final pool pick up and emptied all  
pool trash cans. met w/ Jen about weekend needs.

4/8 Came in and cleaned clubhouse after event

8:54a- Kitchen, bathrooms, floor, pool area trash

4:14pm Outside. Set up and took direction from event

Coordinator Kat. Welcomed event guests, picked up, restocked  
and kept event moving as directed.

Cleaned clubhouse after event put away  
tables, chairs, cleaned baths, kitchen,  
emptied outside trash, mopped. Made sure  
clubhouse was clean & ready for rental  
coming in.

4/9 Happy Easter! Walked Blvd picked up trash &

10a- Signs. Checked pool baths, fixed pool chairs.

1130a Checked trash cans. Picked up trash in parking  
lot & courts.





Jen Lavelle, On-Site Manager  
Northwood CDD  
27248 Big Sur Drive  
Wesley Chapel, FL 33544

Date: 4/10-4/16

Employee: Lindsay M.

## Employee Task Sheet

- Used 4 Kitchen <sup>white</sup> trash bags
- Used 10 poop bin bags
- Used 8 large trash bags

	Time In / Out	Description/Summary of Work Performed	Tools Used
4/10 9am-3pm music on		Walked Blvd. picked up trash and emptied all poop bins. Picked up trash in parking lot + courts. Exit light + fire extinguisher inspection. Cleaned clubhouse after weekend, floors, baths, kitchen. Restocked coffee supplies. Emptied all trash on property. Homeowner stopped by gave HOA info. Pulled out all tables from closet to put in order, set up for CDD meeting. Took down Easter Bunny. Emptied cooler left out from Easter event + cleaned out. Leaf blew pool deck, plu trash at courts. Misc. other cleaning.	
4/11 9:10a-1:10p music on		Cleaned up after CDD meeting. Moved set up to accommodate a firing committee tonight. Spent an hour cleaning leaves out of pool + from drains (super windy last night). Straightened pool deck chairs. Checked trash cans, leaf blew pool deck. I changed 2 glade plugins today. G4V here 10-11am. Picked up trash at courts and parking lot. Dumpster in. Big dumpster emptied. Walked Blvd + took HOA Easter party items to guard shack and fathers day signs that were dropped off. Put cooler back in closet. Quick wipe down of bathrooms + kitchen.	

4/12 OFF

4/13 9:08a-1:08p music on		- Walked Blvd to pick up trash + empty poop bins, I used the dumpster that <del>we</del> drag down the Blvd. 10 poop bin bags + 2 large black trash bags. - Went to playground emptied poop bins there and 3 trash cans. Cleaned bathroom and picked up trash Dumpster at road. Swept out storage closet. - Cleaned pool bathrooms. Emptied trash cans, replaced w/ 2 white trash bags. - Cleaned 3 outside water fountains. • Emptied 3 pool trash cans, and 1 court trash, all replaced w/ lg. black trash bags. • Emptied office trash can, replaced w/ white bag. • Emptied CH trash can, replaced w/ trash bag. - Straightened pool furniture, leaf blew pool deck + hosed down chairs + pool deck.	
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BACK

4/10 10:45am - Call about rental info NR

11:21am - Resident rental info request.

1:00 pm Rental inquiry for next Saturday

4/11 Waste Connection, running late - relayed to Jen

10:19am - rental inquiry

4/13 cont. • raked out mulch and trenched drain area from pool deck and put down river rock.

Cleaned up mess from that, ran leaf blower at CH all sidewalks etc.

- Call about weekly business rental, fwd. to Jen - watered potted plants & center plant island.

CH dumpster to curb

4/14 Picked up trash in courts & parking lot. ~~at 10:00~~

9:06 - Straightened pool deck chairs, leaf blew, checked trash

• Sprayed weed spray • sprayed bug stuff on ant hills.

• Cleared leaves from drains

Ran Vac. • Homeowner stopped by to print something

• DOH here to inspect pool

\* 10:10a NR Rental Inquiry

\* 11:25a Spam Call

- made key card per request and OK by Jen

- Signed report and immediately sent to Jen, even though it's her day off. So she knows what's going on.

• Ice maker cleaned & on for weekend parties.

• Checked pool bathrooms, all good and clean.





Jen Lavelle, On-Site Manager  
Northwood CDD  
27248 Big Sur Drive  
Wesley Chapel, FL 33544

Date: 4/14 cont. - 4/17  
Employee: Lindsay M.

## Employee Task Sheet

Time In / Out	Description/Summary of Work Performed	Tools Used
4/14	- GPS Pools here for Service	
Cont.	- Printed off the next 2 weeks for sign in sheets	
	- Went to playground • picked up trash • pulled weeds in mulch • checked all trash • checked bathroom • closed both gates • brought dumpster back from road	
	* 12:30p Spam Call * 1:56p Spam Call	
	- Put away furniture / coffee supplies / welcome table	
	• sanitized Kitchen • emptied fridge & wiped out	
	• Cleaned glass / mirrors / front entry door • Changed 4 glade plug in	
	• Put out event v list • fresh sponge	
	• washed out broom / dust pan, put back in kitchen	
	• mopped Clubhouse floors / Kitch / Bath	
	- Went to guard shack to get USB per Jen.	
4/15	Picked up pool deck, straightened chairs. Changed 1 trash.	
	Picked up trash. Quick wiped down bathrooms and	
	7-8pm trash on floor. Picked up food debris on ground at courts.	
4/17	- Cleaned Kitchen, Counters, fridge, microwave, washed Keurig parts.	
9:06a	drained ice maker and washed out. Put out & stocked coffee supplies.	
3:06p	Stocked water in fridge for various meetings this week.	
	- Cleaned CH bathrooms, and filled toilet paper, soap dispenser in women's bath.	
	- made new Key card for LMP - verified old not working	
	LMP cannot access mens bathroom due to internet still not working	
	I am unable to unlock either. Unlocked 2 times for them. (On Back)	

- Picked up trash in parking lot.
- Pool Deck • emptied all 3 trash cans and replaced all 3 trash bags
  - moved chairs/ loungers back to areas
- Finished cleaning club house. • Swept and ran ~~Vac~~
  - mopped all floors • dusted & set up welcome table
  - Cleaned drinking fountains • dusted Credenza inside & out
- \* GPS Pools here \*
- Made calls to 4 food trucks to get interest in coming for a food truck event. \* 2 called back to set up event

11:49a - Spam Call

- Walked Blvd. picked up trash and emptied all 10 poop bins and replaced w/ 10 poop bin bags. Also used 2 lg black trash bags in dumpster used to change bags.
  - Stopped at guardshack TV is on and Slides running
  - \* took new glade PlugIn also.
- Met w/ Jen about community needs and schedule for the week/ weekend.
- Playground adventure, bathroom cleaned, emptied trash
- Both dumpsters at the road for pick up.
- Quick wipe down & swept pool baths. will fully clean tomorrow.





Jen Lavelle, On-Site Manager  
Northwood CDD  
27248 Big Sur Drive  
Wesley Chapel, FL 33544

Date: 4/18/23

Employee: Lindsay M.

### Employee Task Sheet

- Outside music on
- CH TV on

Time In / Out	Description/Summary of Work Performed	Tools Used
4/18 9:00	<ul style="list-style-type: none"><li>- Picked up trash in parking lot and courts.</li><li>- Changed trash bag at courts - CH dumpster brought in.</li><li>- Straightened pool deck chairs • checked all 3 trash cans</li><li>• Leaf blew pool deck • Cleared leaves from pool drains</li><li>- Resident stopped by for Key Card</li><li>- Leaf blew parking lot, side walks <u>(★ G4V here 10a ★)</u></li><li><u>CALLS</u> ★ NR Rental inquiry ★ Spam call</li><li>★ Resident Rental inquiry ★ HBA Q - gave info who to call/email</li><li>★ Resident Rental inquiry</li><li>- Cleaned both pool bathrooms, toilets, sinks, mirrors, wiped down all high touch areas and trash cans, swept + mopped floors. Cleaned off landing, knocked down cob webs.</li><li>- Electrician stopped by, showed him specific areas <del>from</del> <sup>for</sup> inspection to go along w/ existing quote, took to playground</li><li>- Playground • dumpster in • bathroom good • checked all trash cans, all good there → tables • chairs out</li><li>- Set up for DRB / Rentals Round table meetings tonight.</li><li>- Straightened chairs and fixed stack to be rows of 10</li><li>- Wiped down tables and put away in correct order.</li><li>- weeds on pool deck; pulled</li><li>- got trash debris out of bushes trimmed down by fire hydrant, that is now exposed.</li><li>- garbage company came to empty large dumpster. they sat in parking lot and did not empty dumpster, reported to Jen.</li><li>- On back -</li></ul>	

- Checked pool deck again and fixed chairs & trash
- Put away amazon supply order that came  
~~amazon supply order~~
- Moved furniture out and cleaned off glass
- looked for 3 more food trucks and reached out about upcoming FTF events
- took out club house trash can.





Jen Lavelle, On-Site Manager  
Northwood CDD  
27248 Big Sur Drive  
Wesley Chapel, FL 33544

Date: 4/19/2023

Employee: Lindsay M.

## Employee Task Sheet

Time In / Out

Description/Summary of Work Performed

Tools Used

- 9am - 2:20pm
- Put away Chairs from last night's meetings
  - Wiped down tables and set up for landscape comm.
  - Cleaned finger prints off welcome table and put out new sign in sheet. - pool bathrooms good
  - Picked up trash at Courts • changed garbage bag
  - Picked up pool deck, chairs, checked trash cans
  - ★ Pond management company here ★
  - Outside music on - CH TV on
  - Ran Vac. - Swept out inside storage mop closets
  - lamp is not out due to music class tonight ~~and the~~ concerns of it being accidentally knocked over.
  - Changed a/c filter and cleaned return grate
  - dusted off pool table light
  - ★ GPS Pools here for service ★
  - Went to playground • picked up trash • checked trash cans
  - Checked bathroom
  - Continued to reach out to food trucks
  - Put away tables and chairs after meeting



Jen Lavelle, On-Site Manager  
Northwood CDD  
27248 Big Sur Drive  
Wesley Chapel, FL 33544

Date: 4/20/23

Employee: Lindsey M.

## Employee Task Sheet

Jen scheduled day off

9:04-3:34

- | Time In / Out | Description/Summary of Work Performed                              | Tools Used |
|---------------|--|------------|
|               | - Picked up trash in courts • music on                             |            |
|               | - Cleaned welcome table glass / sign in sheet out / TV on          |            |
|               | - Leaf blew at Club house • sidewalks • walk ways • putting green  |            |
|               | - Cleaned up pool deck • leaf blew • moved furniture back          |            |
|               | • Checked trash cans • hosed down pool deck & chairs               |            |
|               | - Watered plants • Cleaned bird poop off privacy screen            |            |
|               | - hosed down dumpster fence/gate • pool baths all good             |            |
|               | - Went to playground • emptied poop bin • emptied 2 trash cans     |            |
|               | and replaced bags • quick wipe down in bathroom • dumpster to road |            |
|               | * 12:09 Spam call * - Cleaned all drinking fountains               |            |
|               | - Cleaned both bathrooms in club house                             |            |
|               | - Washed walls in bathrooms / Kitchen and spot cleaned             |            |
|               | main walls • washed all doors inside and out                       |            |
|               | - Swept out closets  |            |
|               | - <del>vac</del> Cleaned vents in bathroom ceiling (BOTH)          |            |

1:02 pm \* Homeowner called about removing a tree. gave greenacres portal info, brief arc request info and customer service for the county \*

- |                             |                 |
|-----------------------------|-----------------|
| - Changed office trash bag  |                 |
| - Changed Kitchen trash bag | - Ran vac       |
| - dumpster to curb.         | - Vac furniture |

\* 1:42pm Rental inquiry \*

- |   |
|---|
| - Cleaned off other 2 glass tables, lots of finger prints |
| - Checked pool deck & trash again, busier pool day        |
| - TV off - CH music off                                   |





Jen Lavelle, On-Site Manager  
Northwood CDD  
27248 Big Sur Drive  
Wesley Chapel, FL 33544

Date: 4/21/23

Employee: Lindsay

## Employee Task Sheet

Time In / Out	Description/Summary of Work Performed	Tools Used
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8:30a	- Cleaned 3 glass tables • new sign in sheet out	
11:30	- TV on in CH - music on outside	
	- Walked Blvd. lots of trash picked up and changed all poop bins	
	- <sup>New</sup> Resident came in for Key Card appointment.	
	- Cleaned pool bathrooms	
	- went to playground • dumpster in • all good there	
	- CH dumpster in	

Saturday 4/22 9am - outside music on

- cleaned both pool baths
- Picked up trash in parking lot + courts
- Picked up pool deck
- ran Leaf blower, pool deck, sidewalk + walk ways

\* NR Rental call, inquiry for July 15\*

- Cleaned outside water fountain
- got yard sale signs from guards shack
- playground • checked trash • cleaned bathroom

Sunday 4/23 - picked up pool deck moved chairs back

- Emptied all 3 trash cans - trash at courts plus changed
- Cleaned both pool bathrooms



Jen Lavelle, On-Site Manager  
Northwood CDD  
27248 Big Sur Drive  
Wesley Chapel, FL 33544

Date: 4/24 & 4/25

Employee: Wendy M

## Employee Task Sheet

Time In / Out	Description/Summary of Work Performed	Tools Used
<u>4/24</u> 7:45am -	Put out HOA signs	
11:30a -	• New sign in sheet out	
1pm	• emptied all 3 pool trash cans, put in new bags	
	• put out 2 HOA Yard sale banners 1 @ entrance 1 @ CH Fence *walked Blvd picked up trash	
	• Set up for Infrastructure, cleaned tables & executive chairs.	
	• dumpster to road	
	* GPS Pooler Here.	
<u>4/25</u> *LMP Sprinkler Tech. On site*	- Picked up trash in parking lot	
	- Cleaned up tables and set up for HOA meeting	
9:05 -	- New Sign in sheet out - TV on - outside music on	
12:05	- Cleaned up pool deck, • checked trash cans • pool tables blown over • leaf blew pool deck • cleaned leaves out of pool	
	- lots of mulch displaced from heavy rain • leaf blew all Side walks and landings • swept up heavier areas	
	- checked pool bathrooms • wiped down and swept mulch & paper debris up.	
	- Re-hung 2 safety signs at court	
	- Playground • Checked trash • cleaned bathroom • Emptied poop bin	
	- Cleaned CH bathrooms • stocked Toilet Paper	
	- Changed 4 glade plug ins	
	- Wiped down Kitchen	
	- dumpster in	
	- mopped white entrance floor	
	- ran vac	





Jen Lavelle, On-Site Manager  
Northwood CDD  
27248 Big Sur Drive  
Wesley Chapel, FL 33544

Date: 4/27/2023

Employee: Lindsay M.

• LMP on site  
Planting new  
trees

## Employee Task Sheet

Time In / Out	Description/Summary of Work Performed	Tools Used
9:00a-3:45P	Met Coke here at 9am to let them in to fix machine. - Pool deck • chairs • changed all trash cans • pulled weeds - Picked up trash in parking lot + courts, changed courts trash bag as well - got supplies around for event tonight - moved all furniture for tonight's event and weekend events * 10:09 Spam call - ice maker on for events	
12 noon-1:00pm	- coke machine all fixed and up & running - LMP Sprinkler tech on site, adjusted sprinkler to ensure proper watering on new trees - Walked Blvd emptied poop bins and picked up trash on Blvd Jen Out, in office time now - ran vac - Cleaned CH baths - emptied all trash cans inside - Went to playground emptied poop bin, • emptied all trash cans • cleaned bathroom • dumpster to road - put away coffee supplies - put away welcome table items - watered plants - Ran leaf blower on all sidewalks & walkways, putting green - Rental Checklist out • lights to pink for rental - <del>lights</del> • Event / Reserved sign up.	



Jen Lavelle, On-Site Manager  
 Northwood CDD  
 27248 Big Sur Drive  
 Wesley Chapel, FL 33544

Date: 4/11/23

Employee: Jen L.

## Employee Task Sheet

Time In / Out	Description/Summary of Work Performed	Tools Used
8:56am-9:01am	SPOKE TO PASCO FIRE RESCUE IN REGARDS TO PAYING THE \$100 INSPECTION INVOICE. THEY SENT A DIGITAL COPY & VERBALLY STATED THE BILL PAYMENT SYSTEM/PROCESS PUT IN PLACE IS ACCEPTABLE AND WE WILL NOT ACCRUE LATE FEES. (Northwood)	CELL PHONE
9:05am	MORNING "POW-WOW" WITH LINDSAY. DISCUSSED UPCOMING EVENTS FOR THE REST OF THE WEEK AND WENT OVER THE ACTION LIST FOR MONTH.	EVENT CALENDAR + CELL PHONE CALENDAR
9:15am		
12:15pm	EMAILED PCSO IN REGARDS TO INVOICING EMAIL LOG AVAILABLE UPON REQUEST.	PC
12:20pm	CALLED GENE TO UPDATE HIM ON PCSO + avid bill	CELL PHONE
12:30pm	BROUGHT HOA INVENTORY TO GUARD SHACK W/ LINDSAY.	ON FOOT
1:00pm		
12:49pm	ACTION REQUEST TO UPDATE THE POSTED APRIL SLIDES BY SEAT 1, MIMI W. REQUEST: ADD A BIRTHDAY SHOUT OUT "HAPPY BIRTHDAY, ANDREW W"	CELL PHONE
1:14pm	SPOKE TO GENE. UPDATED HIM ON PCSO INVOICE FORWARDED INVOICE TO TERESA@INFRAMARK.	CELL PHONE PC
1:43pm	SPOKE TO RESIDENT IN REGARDS TO RENTING THE CLUBHOUSE ON 7/1/23	CELL PHONE
1:50pm	SPOKE TO LOCKSMITH IN REGARDS TO THE GATE TO THE COURTS. WE HAD A 3PM APPOINTMENT. BUT HE HAD AN EMERGENCY. WE RESCHEDULED FOR MONDAY, APRIL 17.	



Jen Lavelle, On-Site Manager  
 Northwood CDD  
 27248 Big Sur Drive  
 Wesley Chapel, FL 33544

Date: 4/11/23

Employee: Jen L.

## Employee Task Sheet

Time In / Out	Description/Summary of Work Performed	Tools Used
2:26 PM	TEXT JULY 1st CLUBHOUSE INTEREST THE DIMENSIONS OF THE TABLES + AMOUNT OF CHAIRS.	CELL PHONE
2:37 AM	ORDERED LOW INVENTORY ITEMS: GLOVES (FOR PPE), DOG WASTE BAGS (FOR THE BINS) AND 2 CLIP BOARDS.	PC + PRINTER
2:38 PM	PRINTED OUT MORE TASK SHEETS	PC + PRINTER
2:54 PM	SPOKE TO FRONTIER IN REGARDS TO AN ACCOUNT MATTER	OFFICE PHONE
3:09 PM	ENTERED EXTRA DUTY SCHEDULE + SENT TO PCSO TO POST (MAY 2023)	PC
3:11 PM	CREATED "HAPPY BIRTHDAY" ANNOUNCEMENT FOR THE TV MONITORS PER MIMI'S REQUEST. UPDATED USB ON CLUBHOUSE TV. WILL DO GUARD SHACK BY MONDAY.	PC STEP LADDER
3:15 PM	WROTE AN EMAIL TO MIMI (SEAT 1) IN REGARDS TO	
3:30 PM	MONTHLY SLIDE UPDATES.	





Jen Lavelle, On-Site Manager  
Northwood CDD  
27248 Big Sur Drive  
Wesley Chapel, FL 33544

Date: 4/11/23

Employee: Jen L.

## Employee Task Sheet

Time In / Out	Description/Summary of Work Performed	Tools Used
3: 35 PM	PUT USB BACK IN CLUBHOUSE TV WITH THE UPDATED SLIDE.	LADDER REMOTE
3:50 - 4:00 PM	CHECKED POOL AREA FOR TRASH + PICKED UP TRASH IN PARKING LOT.	GLOVES / TRASH BAG (1)
4:00 PM	SENT JULY 1ST RENTAL AGREEMENT	
4:10 PM	WROTE TO-DO LIST FOR TOMORROW	PEN - PAPER
4:30 PM	NON-RESIDENT TOUR FOR 7/15/23	
4:45 PM	ASSISTED RESIDENT INTERESTED IN CLUBHOUSE RENTAL AUG 8/12/23	
5:00 PM	CLOSED CLUBHOUSE	





Jen Lavelle, On-Site Manager  
 Northwood CDD  
 27248 Big Sur Drive  
 Wesley Chapel, FL 33544

Date: 4/12/23

Employee: Jen L.

## Employee Task Sheet

Time In / Out	Description/Summary of Work Performed	Tools Used
8AM	COMMUNICATED W/ DRAMA KIDS FL AND A NON-RESIDENT INTERESTED IN THE CLUBHOUSE 5/13/23.	CELL PHONE TEXT MESSAGE
8:30AM	CLEANED UP TRASH @ COURTS & IN PARKING LOT.	GLOVES 1 TRASH BAG
9AM	THE 5:30 PM CLUBHOUSE TOUR RESCHEDULED UNTIL 4/19/23 @ 5:30PM	CELL PHONE TEXT MESSAGE
9:15AM	RESCHEDULED BLVD. WALK W/ BARBARA (seats) UNTIL SATURDAY DUE TO RAIN.	TEXT MESSAGE
10AM - 11AM	GUITARS FOR VETS HOSTED PRIVATE LESSONS. PUT PHONE # ON DOOR FOR RESIDENTS.	DRY ERASE MARKER RESERVED FOR PRIVATE EVENT SIGN.
11AM	SPOKE TO NON-RESIDENT INTERESTED IN RENTING CLUBHOUSE 5/13/23. SET UP A TOUR FOR TODAY @ 5:30 PM.	CELL PHONE ↓ CALANDER
11:30AM	SPRAYED & DISINFECTED TABLES & CHAIRS USED FOR FINING COMMITTEE. WINDEXED	GLOVES MISC.
1:00 PM	FINGERPRINTS OFF OF ENTRY TABLE. PUT BANQUET CHAIRS, FOLDING TABLES & EXECUTIVE CHAIRS AWAY. DISINFECTED BATHROOMS & VACUUMED FLOOR. FILLED CANDY DISH & DUSTED PICTURES ON THE WALL.	CLEANING SUPPLIES



Jen Lavelle, On-Site Manager  
 Northwood CDD  
 27248 Big Sur Drive  
 Wesley Chapel, FL 33544

Date: 4/12/23

Employee: Jen L.

## Employee Task Sheet

Time In / Out	Description/Summary of Work Performed	Tools Used
/ 1:00 PM * ACTION * ITEM	REACHED OUT TO 2 ELECTRICIANS AND SENT THEM SPECS TO BID ON FIRE MARSHAL LIST <del>SEE</del> LIGHTS	CELL PHONE
1:30 PM	EMAILED SPECS TO ELECTRICIANS.	PC
1:30 PM -	SENT RENTAL AGREEMENTS IN QUEUE	PC
2:00 PM		
3:00 PM -	STARTED MAY EVENT CALENDAR FOR MAY MEETING BOOK.	PC
4:00 PM		PRINTER CLIP BOARD
3:20 PM	SPOKE W/ NON-RESIDENT TOUR SCHEDULED FOR TODAY. HE MAY HAVE TO RESCHEDULE UNTIL TOMORROW, SAME TIME.	CELL PHONE TEXT MESSAGE
4:00 PM	BOOKED A COOKIE BAKING CLASS. 2hrs 1x/week (8 hrs total) WILL SEND AGREEMENT + COLLECT \$	CELL PHONE TEXT MESSAGE
4:09 PM -	ARBOR WOODS RESIDENT CALLED. HIS SON LOST HIS PHONE @ THE BUS STOP.	CELL PHONE
4:19 PM	I NOTIFIED THE PHONE FINDER AND THEY MET IN THE PARKING LOT.	
4:30 PM	CLOSED CLUBHOUSE AND MUSIC CLASS BEGAN.	
4:30 PM	MADE TO DO LIST FOR SATURDAY.	NOTE PAD



Jen Lavelle, On-Site Manager  
Northwood CDD  
27248 Big Sur Drive  
Wesley Chapel, FL 33544

(scheduled  
day off)

Date: 4/13/23

Employee: Jen L.

## Employee Task Sheet

Time In / Out	Description/Summary of Work Performed	Tools Used
2:30 PM	MET W/ COCA-COLA VENDOR SO HE COULD EVALUATE THE MACHINE. HE ORDERED PARTS + SAID IT WOULD TAKE ABOUT 2 WEEKS TO COME IN.	ACCESS KEY  PC
3:00 PM	MADE NEW KEY CARD FOR RESIDENT.	ENTRA PASS



Jen Lavelle, On-Site Manager  
Northwood CDD  
27248 Big Sur Drive  
Wesley Chapel, FL 33544

(scheduled  
day off)

Date: 4/14/23

Employee: Jen L.

## Employee Task Sheet

Time In / Out	Description/Summary of Work Performed	Tools Used
10AM	SPOKE w/ DOH inspector. She was at the pool for a surprise inspection. Lindsay assisted & made her a key card for future use.	CELL PHONE
10:30AM	CALLED GENE TO INFORM HIM ABOUT INSPECTION	CELL PHONE
11AM	SPOKE TO GENE & LET HIM KNOW ABOUT THE INSPECTION. INFORMED HIM I WILL EMAIL AS SOON AS IT CAME THROUGH. (report)	



Jen Lavelle, On-Site Manager  
Northwood CDD  
27248 Big Sur Drive  
Wesley Chapel, FL 33544

Date: 4/15/23

Employee: Jen L.

## Employee Task Sheet

Time In / Out	Description/Summary of Work Performed	Tools Used
1 PM - 4 PM	LET PARTY INSIDE + MET BARBARA (CHAIR 5) FOR OUR SCHEDULED MEETING.	ENTRA PASS LMP FLAGS PHONE CAMERA





Jen Lavelle, On-Site Manager  
 Northwood CDD  
 27248 Big Sur Drive  
 Wesley Chapel, FL 33544

Date: 4/17/23

Employee: Jen L.

## Employee Task Sheet

Time In / Out	Description/Summary of Work Performed	Tools Used
9AM	Refunded deposit for 4/15/23 rental. Changed keycard back to Resident Access.	PC Entrapass Square
10AM - 10:30AM	POW-WOW w/ Lindsay	EVENT CALENDAR
11AM	SENT PAYMENT LINK TO 4/29 RENTAL. (PAID IN FULL 1 PM)	PC SQUARE
11:20AM	GENE CALLED AND MENTIONED THE TV AT THE GUARD SHACK WAS OFF ON SUNDAY. I NOTIFIED LINDSAY & SHE TURNED IT BACK ON AFTER THE RAIN PASSED.	
12 PM - 1 PM	PAYROLL	PC CALCULATOR EMAIL
1 PM	ASSISTED A RESIDENT W/ KEYCARD UPGRADE	ENTRAPASS
1:30 PM - 2:30 PM	SPOKE W/ BILL FROM LMP TO DISCUSS IRRIGATION @ CLUBHOUSE + OTHER MISC.	IN PERSON



Jen Lavelle, On-Site Manager  
Northwood CDD  
27248 Big Sur Drive  
Wesley Chapel, FL 33544

Date: 4/17/23

Employee: Jen L.

## Employee Task Sheet

Time In / Out	Description/Summary of Work Performed	Tools Used
2:30PM	SENT NR RENTAL FEE PAYMENT LINK FOR 7/15/23 (PD@ 2:58PM) + SENT TEXT TO INFORM CUSTOMER.	PC SQUARE CELL PHONE
2:30PM - 3:00PM	SENT RENTAL AGREEMENT FOR POOL CABANA RENTAL, COOKIE DECORATING, + DRAMA KIDS FL.	PC ADOBE
3:10PM	ASSISTED A NON-RESIDENT INTERESTED IN A RENTAL PROPERTY IN NORTHWOOD.	IN PERSON WALK-IN.
3:20PM	RESIDENT CALLED WITH HOA QUESTION I REFERRED THEM TO GREEN ACRE.	CELL PHONE
3:44PM	ASSISTED NEIGHBORHOOD KIDS. LET THEM USE B.BALL IN OFFICE @ B.BALL COURT	IN PERSON
4PM	WROTE TO DO LIST FOR TUESDAY	PEN PAPER
4PM	REPLIED TO TRENT'S EMAIL TO VERIFY THE BOUNDARIES FOR HIS QUOTE.	PC EMAIL
4PM	SENT HIMES + JENNINGS A FOLLOW-UP MESSAGE REQUESTING THEY SEND THEIR BIDS. JENNINGS IS COMING TOMORROW TO LOOK AT THE SCOPE OF WORK.	CELL PHONE



Jen Lavelle, On-Site Manager  
 Northwood CDD  
 27248 Big Sur Drive  
 Wesley Chapel, FL 33544

Date: 4/17/23

Employee: Jen L.

## Employee Task Sheet

Time In / Out	Description/Summary of Work Performed	Tools Used
4:17 PM	RESIDENT CALLED TO MAKE A KEY CARD APPOINTMENT. (4/18/23 @ 4:30 PM)	CELL PHONE
4:27 PM	RETURNED RESIDENT CALL TO RESERVE CLUBHOUSE + CALLED ANOTHER ONE ABOUT A KEY CARD.	CELL PHONE
4:30 PM	CONFIRMED DRB + RENTER'S ROUND TABLE W/ DRB BOARD MEMBER.	CELL PHONE
4:30 PM	RESIDENT SENT TEXT MESSAGE ASKING IF THE POOL IS OPEN. I GAVE THEM THE GOOD NEWS :)	CELL PHONE
4:30 PM - 5:00 PM	CLOSED UP CLUBHOUSE, TURNED OFF MUSIC, LOCKED DOORS, TURNED OFF ELECTRONICS + WIPE DOWN BATHROOMS USED DURING THE DAY. STARTED ROOMBA.	KEYS CLOROX WIPES ENTRA PASS PC ROOMBA
4:52 PM	SPOKE TO GENE IN REGARDS TO MEETING W/ BRIAN QUIGLEY. MEETING TIME IS SET FOR 4/18/23 @ 1 PM. ALSO LET GENE KNOW ANOTHER ELECTRICIAN WAS COMING OUT TO SEE THE SCOPE OF WORK BEFORE SENDING A PROPOSAL.	CELL PHONE





Jen Lavelle, On-Site Manager  
 Northwood CDD  
 27248 Big Sur Drive  
 Wesley Chapel, FL 33544

Date: 4/18/23

Employee: Jen L.

## Employee Task Sheet

Time In / Out	Description/Summary of Work Performed	Tools Used
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11 AM	SPAM CALL	PHONE
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11:04 AM	SPOKE TO RESIDENT IN NEED OF A KEY CARD. HE STATED HIS CARD WAS NOT WORKING. I ASKED HIM TO SEND ME A PIC. OF THE CARD.	CELL PHONE
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11:10 AM	SPAM CALL	PHONE
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* ACTION ITEM *	11:16 AM ASKED SHAWN FROM ADT THE BOARD'S QUESTIONS. HE OFFERED TO ATTEND THE MAY MEETING VIA ZOOM.	CELL PHONE
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11:34 AM	SPOKE TO A NON-RESIDENT INTERESTED IN MAY DATES THAT WERE ALREADY RESERVED.	PHONE
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11:40 AM	SPOKE TO ELECTRICIAN. HE WILL BE OUT ON SITE @ 12:15 PM	TEXT CELL PHONE
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11:53 AM	SENT THE DEPOSIT PAYMENT LINK TO 10/21/23 NR (NON-RESIDENT)	PC SQUARE CELL PHONE
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12:15 PM	GAVE ELECTRICIAN (MR. JENNINGS) A VENDOR KEY TO CHECK OUT THE SCOPE OF WORK	TEXT VENDOR KEY.
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Jen Lavelle, On-Site Manager  
Northwood CDD  
27248 Big Sur Drive  
Wesley Chapel, FL 33544

Date: 4/18/23

Employee: JenL.

## Employee Task Sheet

Time In / Out	Description/Summary of Work Performed	Tools Used
1 PM	SPOKE TO RESIDENT WITH DRB QUESTIONS.	CELL PHONE
1 PM - 2:30 PM	MEETING W/ BRIAN QUIGLEY & GENE	
<sup>ACTION</sup> <sup>ITEM</sup> # 3 PM - 4 PM	MET W/ HIMES ELECTRIC SERVICES TO CHECK OUT SCOPE OF WORK	
3 PM	MOVED GLASS TABLES INTO "LIVING ROOM" W/ LINDSAY	
4:15 PM	MADE TO DO LIST FOR TOMORROW	
4:30 PM	REPLACED KEY CARD FOR RESIDENT. HER CARD WAS BROKEN	ENTRA PASS
4:30 PM - 5:00 PM	CLOSED CLUBHOUSE (TURNED OFF LIGHTS, CLOSED BLINDS, LOCKED DOORS)	



Jen Lavelle, On-Site Manager  
 Northwood CDD  
 27248 Big Sur Drive  
 Wesley Chapel, FL 33544

Date: 4/19/23

Employee: Jen L.

## Employee Task Sheet

Time In / Out	Description/Summary of Work Performed	Tools Used
8AM		
9AM	UNLOCKED CLUBHOUSE DOOR	
9:30AM - 10:30AM	MET W/ BILL FROM LMP TO SHOW WHERE CREPE MYRTLES NEED TO BE PLANTED + OTHER MISC. LANDSCAPE BUSINESS.	ON FOOT
10:35AM	INSPECTED FIRE EXTINGUISHERS + INITIALED.	PEN
10:50AM	PRINTED MATERIAL FOR LANDSCAPE MEETING.	PC PRINTER
11:30AM	EMAILED WASTE CONNECTIONS TO INFORM THEM THE DUMPSTER WAS NOT PICKED UP ON TUESDAY.	PC
11:35AM	WASTE CONNECTIONS CALLED + STATED THEY WILL COME + PICKUP TOMORROW.	OFFICE PHONE
11:48AM	ASSISTED RESIDENT W/ KEY CARD UPGRADE.	PC ENTRA PASS



Jen Lavelle, On-Site Manager  
Northwood CDD  
27248 Big Sur Drive  
Wesley Chapel, FL 33544

Date: 4/19/23

Employee: Jen L.

## Employee Task Sheet

Time In / Out	Description/Summary of Work Performed	Tools Used
12 PM	SIGNED RENTAL AGREEMENTS. EMAILED TO JOINT EMAIL W/ LINDS FOR FUTURE DATA	
12:15 PM	SPOKE TO GPS POOLS. ALL PARTS ON ORDER + MOST HAVE ARRIVED. WE WILL BE ON SCHEDULE SOON.	
12:30 PM	TOOK PICS OF URINAL + SENT TO PLUMBER FOR QUOTE.	CELL PHONE TEXT MESSAGE
1 PM - 2 PM	LANDSCAPE COMMITTEE MEETING SIGNED TREE PROPOSALS.	
3 PM - 4 PM	JEREMY FROM GPS AND I TOOK A LOOK AT THE ADA POOL LIFT. HE CALLED THE DISTRIBUTOR + ORDERED A NEW CIRCUIT	
4:15 PM	CLOSED CLUBHOUSE FOR MUSIC CLASS.	
4:30 - 5:30 PM	ON CALL - UPBEAT MUSIC	





Jen Lavelle, On-Site Manager  
 Northwood CDD  
 27248 Big Sur Drive  
 Wesley Chapel, FL 33544

Date: 4/21/23

Employee: Jen L.

## Employee Task Sheet

Time In / Out	Description/Summary of Work Performed	Tools Used
9AM	UNLOCKED CLUBHOUSE	ENTRA PASS
9AM - 10AM	ZUMBA w/ RESIDENTS	PROJECTOR
10AM	ANSWERED A GOOGLE BUSINESS INQUIRY	GOOGLE BUSINESS
10:10AM	SPOKE TO GENE	CELL PHONE
10:20AM	CALLED ELECTRICIAN + SIGNED BID SCANNED BID	CELL PHONE PC PRINTER
10:25AM	EMAILED SIGNED BID TO GENE + ELECTRICIAN.	PC EMAIL CELL PHONE
10:30AM	SPOKE w/ COOKIE DECORATING INSTRUCTOR + SCHEDULED HER CLASSES. TOLD HER I WOULD COLLECT \$ BY THE END OF NEXT WEEK. SHE WILL EMAIL FLYER.	CELL PHONE TEXT EMAIL



Jen Lavelle, On-Site Manager  
 Northwood CDD  
 27248 Big Sur Drive  
 Wesley Chapel, FL 33544

Date: 4/22/23  
4/23/23  
4/24/23  
 Employee: JenL.

## Employee Task Sheet

Time In / Out	Description/Summary of Work Performed	Tools Used
* 4/22/23 SCHEDULED DAY OFF.	ASSISTED A RESIDENT W/ A NEW KEYCARD* LET HER IN THE POOL AREA. EXPLAINED THAT HER CARD WOULD WORK WHEN THE READERS ARE BACK ONLINE.	ENTRA PASS + MANAGER KEY FOB.
4/23/23 4PM - 8PM	ON CALL FOR POOL PARTY. CHECKED CAMS & KEPT AN OPEN LINE OF COMMUNICATION.	ENTRA PASS CELL PHONE TEXT.
4/24/23 9AM - 10AM	UNLOCKED CLUBHOUSE + SET UP ZUMBA FOR RESIDENTS	ENTRA PASS PROJECTOR GOOGLE CAST SPEAKERS CELL PHONE
10AM	UNLOCKED GATE FOR LMP SO THEY CAN MOW IN COURT AREA.	ENTRA PASS
10:10AM - 11AM	MESSAGED + ANSWERED Q'S FOR AN EVENT PLANNER.	CELL PHONE
11AM	HUNG COOKIE CLASS FLYER IN WINDOW + @ THE POOL.	PC PRINTER TAPE MARQUI
11:15AM	SHARED COOKIE DECORATING CLASS IN NW FACEBOOK GROUPS.	CELL PHONE.
11:30AM	SHARED CALENDAR DATES W/ EVENT PLANNER	PC CELL PHONE TEXT MESSAGE



Jen Lavelle, On-Site Manager  
 Northwood CDD  
 27248 Big Sur Drive  
 Wesley Chapel, FL 33544

Date: 4/24/23

Employee: Jen L.

## Employee Task Sheet

Time In / Out	Description/Summary of Work Performed	Tools Used
11:45AM -12:30PM	HUNG HOA GARAGE SALE BANNERS	ON FOOT LADDER BANNERS BUNGIES ZIP TIES
12:30PM	SET UP FOR INFRASTRUCTURE MEETING. SPRAYED TABLES AS LINDS WIPE. ALSO SANITIZED EXECUTIVE CHAIRS.	MISC. CLEANING SUPPLIES
12:30 PM - 1 PM	SENT COMPLETED RENTAL AGREEMENTS TO SCHEDULING GMAIL ACCOUNT FOR DATA ENTRY (IN THE FUTURE)	PC EMAIL ADOBE
1:50PM	ASSISTED RESIDENT W/ STREET PARKING QUESTIONS. THEY ARE NEW TO PASCO AND WERE NOT AWARE OF STREET LAWS.	CELL PHONE TEXT MESSAGE
2:00PM	SENT PAYMENT LINK TO 4/23 CABANA RENTAL (paid 4/25 @ 1:16PM)	PC SQUARE
2:00PM	SENT PLUMBER A TEXT TO SEE IF HE COULD QUOTE THE BROKEN URINAL.	CELL PHONE TEXT MESSAGE
4:50 PM	SENT RENTAL FEE TO MARY KAY VENDOR FOR 4/27 (paid @ 5:29PM)	PC SQUARE





Jen Lavelle, On-Site Manager  
 Northwood CDD  
 27248 Big Sur Drive  
 Wesley Chapel, FL 33544

Date: 4/25/23

Employee: Jen L.

## Employee Task Sheet

Time In / Out	Description/Summary of Work Performed	Tools Used
9AM	ANSWERED A RESIDENT QUESTION IN REGARDS TO CAMERAS (FLOCK SECURITY) THEY WERE PLEASED W/ THE SYSTEM IN PLACE.	CELL PHONE TEXT MESSAGE
9AM	SPOKE W/ JEFF (HOA WEB MASTER) MADE ARRANGEMENTS FOR HIM TO USE THE CLUBHOUSE LAPTOP.	CELL PHONE TEXT MESSAGE
9:30AM -10:30AM	FOLLOWED UP W/ TEXTS, RENTAL AGREEMENTS, MISC. ADMIN WORK.	PC CELL PHONE TEXT MESSAGE
10:30AM	CREATED GOOGLE DOC FORM & ENTERED DEPUTY REPORTS FOR MAY MEETING BOOK.	PC GOOGLE DOCS CALENDAR
11:00AM	WORKED ON MAY CALENDAR FOR MAY MEETING BOOK.	CELL PHONE PEN/PAPER
11:10AM	SPOKE W. BARBARA (SEAT 5) TO UPDATE HER ON A LANDSCAPE COMMITTEE ACTION ITEM	CELL PHONE TEXT MESSAGE
12:30PM	COPIED THE SPRINKLER REPORT FOR LMP & TO SUBMIT W/ MANAGER'S REPORT	PRINTER COPIER
1:30 PM	TEXT FROM MIMI (SEAT 1) IN REGARDS TO JEFF USING LAPTOP. I LET HER KNOW HE REACHED OUT TO ME DIRECTLY & I WILL MEET W/ HIM LATER.	CELL PHONE TEXT MESSAGE





Jen Lavelle, On-Site Manager  
 Northwood CDD  
 27248 Big Sur Drive  
 Wesley Chapel, FL 33544

Date: 4/25/23

Employee: Jen L.

## Employee Task Sheet

Time In / Out	Description/Summary of Work Performed	Tools Used
1:30 PM	LET BRIAN M. (SEAT 4) KNOW TRENT (VENDOR) WAS ON HIS WAY TO GET THE SCOPE OF WORK.	CELL PHONE TEXT MESSAGE
1:08 PM	SPAM CALL	OFFICE PHONE
1:30 PM - 2:30 PM	SPOKE TO 4 DIFFERENT RESIDENTS + TWO NON-RESIDENTS ABOUT AVAILABLE DATES	CELL PHONE TEXT MESSAGE CALENDAR
2:30 PM	MET W/ TRENT (VENDOR) AND SHOWED HIM THE PROPERTY LINE FOR HIS SCOPE OF WORK.	ON FOOT
3:15 PM -	MISC. SCHEDULING + ORGANIZING	
4:30 PM	LET KIDS INTO B-BALL COURTS + LET THEM IN CLUBHOUSE TO USE FOUNTAINS	
4:30 PM	SENT PAYMENT LINK TO 5/5 RENTAL	PC SQUARE
4:30 PM	STARTED WORKING ON MONTHLY SLIDES	CANVA
4:30 PM	ASSISTED RESIDENT W/ CLUBHOUSE RENTAL Q'S	CELL PHONE
4:30 PM	MADE TO-DO LIST FOR TOMORROW.	PEN / PAPER



Jen Lavelle, On-Site Manager  
Northwood CDD  
27248 Big Sur Drive  
Wesley Chapel, FL 33544

Date: 4/25/23

Employee: JenL.

## Employee Task Sheet

Time In / Out	Description/Summary of Work Performed	Tools Used
5:30PM	SENT PAYMENT LINK TO COOKIE DECORATING VENDOR. (paid @ 5:30PM)	PC SQUARE
5:33 PM	ANSWERED EMAIL FROM MIMI IN REGARDS TO EASTER SIGN IN SHEET + MONTHLY SLIDES. I EXPLAINED MY SCHEDULE + MY DEADLINE.	PC EMAIL
5:45PM	CLOSED CLUBHOUSE	



Jen Lavelle, On-Site Manager  
 Northwood CDD  
 27248 Big Sur Drive  
 Wesley Chapel, FL 33544

Date: 4/26/23

Employee: Jen L.

## Employee Task Sheet

Time In / Out	Description/Summary of Work Performed	Tools Used
8:30AM -	PICKED UP HOA SIGNS OFF	PERSONAL VEHICLE
9:00AM	BLVD. PUTAWAY IN GUARD SHACK. CLEANED TABLES, SANITIZED CHAIRS + PUT AWAY (HOA MEETING) CLEANED FINGER PRINTS OFF OF GLASS TABLES.	CLEANING SUPPLIES GLOVES SIGN-IN SHEET
9AM	OPENED CLUBHOUSE	ENTRA PASS
9AM - 9:30AM	ZUMBA W/ RESIDENTS	PROJECTOR GOOGLE CAST CELL PHONE
9:30AM - 10AM	VACUUMED FLOOR IN CLUBHOUSE WIPED DOWN BATHROOMS (INSIDE + OUTSIDE)	ROOMBA CLEANING SUPPLIES
10AM - 10:30AM	SPOKE TO RESIDENT W/ RENTAL QUESTIONS	GLOVES CELL PHONE
10:45AM	SPOKE TO PLUMBER TO CHECK OUT URINAL (BROOKS PLUMBING) HE IS STOPPING BY @ 11:30AM	CELL PHONE TEXT MESSAGE
10:47AM	CALLED BILL FROM LMP. LEFT MESSAGE	CELL PHONE TEXT
11:00AM - 12:00 PM	GUITARS 4 VETS PRIVATE EVENT. CLOSED CLUBHOUSE, LEFT SIGN ON DOOR W/ MY WORK #.	PRIVATE EVENT SIGN



Jen Lavelle, On-Site Manager  
 Northwood CDD  
 27248 Big Sur Drive  
 Wesley Chapel, FL 33544

Date: 4/26/23

Employee: Jen L.

## Employee Task Sheet

Time In / Out	Description/Summary of Work Performed	Tools Used
11 AM	MET W/ PLUMBER FROM BROOKS PLUMBING. HE WILL SEND OVER QUOTE	ACCESS CARD CELL PHONE TEXT ME
11:15 AM	SPOKE W/ GPS POOLS FOR A STATUS UPDATE ON PARTS ORDERED.	CELL PHONE.
12 PM	UPDATED HOA MEETING SLIDE W/ THE DATE CHANGE.	CANVA PC.
12:30 PM	UPLOADED SLIDES ONTO USB FOR THE TV'S. ERASED APRIL DRY-ERASE CALENDAR.	CANVA PC USB
12:30 PM - 3:00 PM	SENT RENTAL AGREEMENTS, ANSWERED PARTY Q'S. TOUCHED BASE W/ WEEKEND RENTALS & RETURNED PHONE CALLS	
4:15 PM - 5:30 PM	ON CALL. MUSIC CLASS	

## Northwood CDD

# Extra Duty Detail Report

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**Employer:** PASCO SHERIFF'S OFFICE

**Report Sent To:** PASCO SHERIFF'S OFFICE

**Employee Reporting :** MARK BONNEMANN

**Date of Work :** 3/10/2023

**Event Number :** 2023144506

**Arrival Time :** 2200

**On arrival did you check in :** YES

**Number of field interview reports:** 0

**Number of parking tickets:** 0

**Amount of time running radar:** 0

**Were there any other types of violations, such as trespassing, written warnings :**

0

**Please document a detailed Narrative of events that took place during your detail:**

PATROLLED ASSIGNED AREAS, NO ISSUES TO REPORT

**Employer:** Northwood CDD  
**Report Sent To:** Northwood CDD  
**Employee Reporting :** Larry E Roberts Jr  
**Date of Work :** 03/14/2023

**Event Number :** 2023152431  
**Arrival Time :** 2100  
**On arrival did you check in :** yes  
**Number of field interview reports:** 0  
**Number of parking tickets:** 0  
**Amount of time running radar:** 2 hours

**Were there any other types of violations, such as trespassing, written warnings :**

1 Trespassing

**Please document a detailed Narrative of events that took place during your detail:**

I canvassed the community for illegal street parking and non-moving violations. I issued 3 parking warnings during my tour. I ran radar for any speeding violations, but none occurred. No other crimes or violations were observed. I also gave a warning to the parents of a group of kids who were climbing on the walls at the clubhouse. Parents addressed the issue with kids.



**Employer:** Pasco County Sheriff's Office  
**Report Sent To:** Gina Trani  
**Employee Reporting :** Kelvin M Reyes  
**Date of Work :** 03-22-23

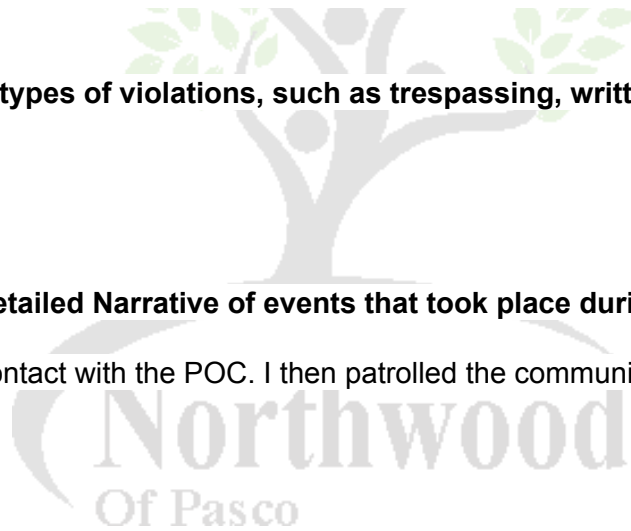
**Event Number :** 2023166586  
**Arrival Time :** 0200 hrs.  
**On arrival did you check in :** Yes  
**Number of field interview reports:** 0  
**Number of parking tickets:** 0  
**Amount of time running radar:** 0

**Were there any other types of violations, such as trespassing, written warnings :**

0

**Please document a detailed Narrative of events that took place during your detail:**

Upon arrival, I made contact with the POC. I then patrolled the community without any issues.



**Employer:** Northwood CDD  
**Report Sent To:** Northwood CDD  
**Employee Reporting :** Larry Roberts  
**Date of Work :** 03/28/2023

**Event Number :** 2023179780  
**Arrival Time :** 0200  
**On arrival did you check in :** yes  
**Number of field interview reports:** 0  
**Number of parking tickets:** 6  
**Amount of time running radar:** 2 hours

**Were there any other types of violations, such as trespassing, written warnings :**

0

**Please document a detailed Narrative of events that took place during your detail:**

I canvassed the community for illegal street parking and non-moving violations. I issued 6 parking citations during my tour. I ran radar for any speeding violations, but none occurred. No other crimes or violations were observed.



**Employer:** Pasco County Sheriff's Office  
**Report Sent To:** Gina Trani  
**Employee Reporting :** Kelvin M Reyes  
**Date of Work :** 04-04-23

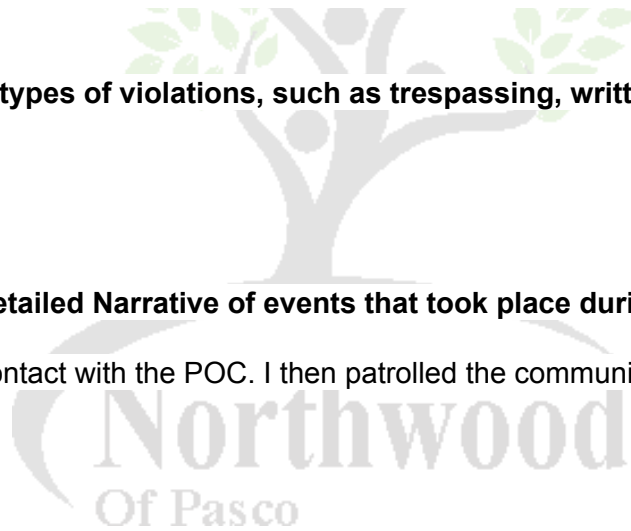
**Event Number :** 2023194855  
**Arrival Time :** 0200 hours  
**On arrival did you check in :** Yes  
**Number of field interview reports:** 0  
**Number of parking tickets:** 0  
**Amount of time running radar:** 0

**Were there any other types of violations, such as trespassing, written warnings :**

N.A

**Please document a detailed Narrative of events that took place during your detail:**

Upon arrival, I made contact with the POC. I then patrolled the community without any issues.



**Employer:** Northwood CDD  
**Report Sent To:** Northwood CDD  
**Employee Reporting :** Larry Roberts, Jr.  
**Date of Work :** 04/05/2023

**Event Number :** 2023199133  
**Arrival Time :** 2100  
**On arrival did you check in :** no  
**Number of field interview reports:** 0  
**Number of parking tickets:** 4  
**Amount of time running radar:** 3 hours

**Were there any other types of violations, such as trespassing, written warnings :**

0

**Please document a detailed Narrative of events that took place during your detail:**

I canvassed the community for illegal street parking and non-moving violations. I issued 4 parking citations during my tour. I ran radar for any speeding violations, but none occurred. No other crimes or violations were observed.

**Employer:** PSO  
**Report Sent To:** PSO  
**Employee Reporting :** Pareja-Rodriguez  
**Date of Work :** 04/08/2023

**Event Number :** 2023205798  
**Arrival Time :** 2300  
**On arrival did you check in :** Yes  
**Number of field interview reports:** 0  
**Number of parking tickets:** 0  
**Amount of time running radar:** 0

**Were there any other types of violations, such as trespassing, written warnings :**

No

**Please document a detailed Narrative of events that took place during your detail:**

Conducted patrols of the neighborhood throughout my shift. During my shift I was dispatched to a suspicious vehicle event # 2023206031. I made contact with a Victor Castor who stated he was dropping off a friend and appeared to be slightly intoxicated but not to the point of being unable to operate his vehicle. For the duration of my shift I did not receive any other calls for service or observe any suspicious activity.

**Employer:** Pasco County Sheriff's Office

**Report Sent To:** Gina Trani

**Employee Reporting :** Kelvin M Reyes

**Date of Work :** 04-13-23

**Event Number :** 2023214015

**Arrival Time :** 0200 hrs

**On arrival did you check in :** Yes

**Number of field interview reports:** 0

**Number of parking tickets:** 0

**Amount of time running radar:** 0

**Were there any other types of violations, such as trespassing, written warnings :**

0

**Please document a detailed Narrative of events that took place during your detail:**

Upon arrival, I made contact with the POC. I then patrolled the community without any issues.

**Employer:** Northwood CDD  
**Report Sent To:** Northwood CDD  
**Employee Reporting :** Larry Roberts, Jr.  
**Date of Work :** 04/19/2023

**Event Number :** 2023229342  
**Arrival Time :** 0200  
**On arrival did you check in :** no  
**Number of field interview reports:** 0  
**Number of parking tickets:** 4  
**Amount of time running radar:** 2 hours

**Were there any other types of violations, such as trespassing, written warnings :**

0

**Please document a detailed Narrative of events that took place during your detail:**

I canvassed the community for illegal street parking and non-moving violations. I issued 4 parking citations during my tour. I ran radar for any speeding violations, but none occurred. No other crimes or violations were observed.



## Northwood CDD

# Manager Report

---

- See event calendar for latest events and rentals

### Upcoming Community Events:

May 26th: Splash into Summer / Food Truck Friday

- Please see:

Employee Task Sheets

LMP Landscape Report

LMP Dog Waste Removal Estimate

PCSO Extra Duty Reports







## NORTHWOOD CDD

LANDSCAPE INSPECTION

April 5, 2023

ATTENDING:

JEN LAVALLE – NORTHWOOD CDD  
BRIAN MUNARI – NORTHWOOD CDD  
BILL CONRAD – LMP  
ALEX FIGUEROA – LMP  
PANCHO ROMARO – LMP  
PAUL WOODS – OLM, INC.

**SCORE: 93.5%**

**NEXT INSPECTION  
MAY 3, 2023 AT 8:30 AM**

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### CATEGORY I: MAINTENANCE CARRYOVER ITEMS

NONE

### CATEGORY II: MAINTENANCE ITEMS

#### CLUBHOUSE

1. **Liquid fertilize Begonias to improve growth and vigor.**
2. Thoroughly remove windfall and debris from a/c enclosure.
3. West side of tennis courts: Prune back wood line overgrowth extending into the fence.
4. Top dress seasonal color beds with a 1/4 inch of finely ground pine fines per seasonal color specifications.
5. Continue removing leaf accumulations from mulch beds.
6. West end of pool parking lot: Confirm irrigation coverage to Viburnum suspensum hedgerow.
7. Rec center signage: Remove Oak leaf accumulations.
8. Continue to hand prune freeze damaged Thryallis back to green wood.

#### COMMONS

9. Between Coral Springs Drive and the rec center: Closely monitor St. Augustine for insect activity.
10. Preserve entrance at Coral Springs Drive: Verify irrigation coverage. Repair 1 failed Dwarf Ixora under warranty.
11. South of Coral Springs Drive frontage wall: Top dress bare soil with additional mulch.
12. Top dress newly installed Podocarpus with mulch.
13. Use a rake to attempt to remove the Cypress limb from the pond shore. If it is inaccessible speak with Jen about having the aquatics vendor remove tree limbs.

14. **North of Breakers Drive right-of-way: Monitor for soil pest activity between sidewalk and curb line.**
15. Preserve entrance at Breakers Drive: Repair new sod.
16. Control crack weeds in expansion joints.
17. Preserve entrance at Breakers Drive: Thin Ginger overgrowing sidewalk and encroaching into the columns of the entrance monument.
18. Repair damaged turf adjacent to the newly installed Awabuki Viburnum.
19. Maintain uniform parallel soft lines.
20. Control weeds in Awabuki Viburnum/Muhly Grass planting area.
21. Exit side of the entrance balustrade: Prune Ligustrum and downward growing Oak tree to reduce contact with the wall.
22. Remove any unapproved commercial signage.
23. Establish and maintain parallel bed lines in the soft edge at the wall front.
24. Use a pole saw to prune sucker growth up to 15 feet from Oak trees.
25. North side of the frontage berm: Prune shade impacted Oak trees.
26. Remove trash and debris and empty trash bags during weekly service visits.
27. Northbound lane to the south of Coral Springs Drive: Repair broken turf rotor.
28. Coral Springs Drive intersection: Lightly elevate Ligustrum Privet for clear visibility of the yield sign.
29. In conjunction with weekly mowing detail wood line overgrowth, confirming Wax Myrtles are not lodging over the wood lines.

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

1. At the east Northwood sign: Provide a proposal to reduce Gold Mound Duranta and Evergreen Giant Liriope and sodding irrigated turf down to the wood line. Include replacement sod in irrigated lawn areas where construction damage was not repaired.
2. Provide a labor quote to empty trashcans and dog waste stations due to the vacancy. Refer to supplemental pricing on the per hour labor charge.
3. Pond 4: Provide a proposal to harden off erosion on the west side pond shore.

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

NONE

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

1. Contractor is reminded to remove any loose boots during palm pruning operations.
2. Confirm the grinding of the Pine tree stump adjacent to the water valves.
3. Note to Bill – Confirm previous proposal for pond 4 shoreline improvements is not received.

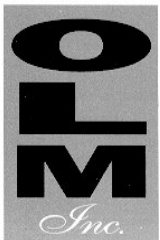
cc: Jen Lavelle [northwood.manager@outlook.com](mailto:northwood.manager@outlook.com)  
Gene Roberts [gene.roberts@inframark.com](mailto:gene.roberts@inframark.com)  
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Mike Newsome [Michael.Newsone@lmppro.com](mailto:Michael.Newsone@lmppro.com)

# NORTHWOOD CDD

## MONTHLY LANDSCAPE MAINTENANCE INSPECTION GRADESHEET

A. LANDSCAPE MAINTENANCE	VALUE	DEDUCTION	REASON FOR DEDUCTION
TURF	5		
TURF FERTILITY	15		
TURF EDGING	5	-1	Soft edges
WEED CONTROL – TURF AREAS	10		
TURF INSECT/DISEASE CONTROL	10	-2	Grub injury loose footing
PLANT FERTILITY	5		
WEED CONTROL – BED AREAS	10		Crack weeds
PLANT INSECT/DISEASE CONTROL	10		
PRUNING	10	-1	Dead wood, remove plant material
CLEANLINESS	10	-1	Leaf debris
MULCHING	5		
WATER/IRRIGATION MANAGEMENT	15		
CARRYOVERS	5		

B. SEASONAL COLOR/PERENNIAL MAINTENANCE	VALUE	DEDUCTION	REASON FOR DEDUCTION
VIGOR/APPEARANCE	10	-5	Pine fines
INSECT/DISEASE CONTROL	10		
DEADHEADING/PRUNING	10		
<b>MAXIMUM VALUE</b>	<b>145</b>		



Date 4-5-23 Score: 93.5% Performance Payment™ % 100

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

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

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