

**NORTHWOOD
COMMUNITY DEVELOPMENT DISTRICT
REGULAR MEETING
OCTOBER 11, 2021**

**NORTHWOOD
COMMUNITY DEVELOPMENT DISTRICT AGENDA
OCTOBER 11, 2021 at 6:30 p.m.**

**Northwood Clubhouse located at 27248 Big Sur Drive Wesley Chapel, FL 33544 &
Zoom : <https://zoom.us/j/94237096324> Meeting ID: 942 3709 6324**

District Board of Supervisors	Chair Vice-Chair Supervisor Supervisor Supervisor	Mimieaux Kilpatrick Angel Medina Karen Uhlig Barbara Cruz Jennifer Inman
District Manager	Meritus	Gene Roberts
Property Manager	Northwood On-Site Manager	
District Attorney	Straley & Robin, P.A.	Vivek Babbar
District Engineer	Stantec, Inc.	Tonja Stewart

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

The meeting will begin at **6:30 p.m.** with the third section is called **Vendor/Staff Reports**. This section allows the Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The fourth section is called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. If any member of the audience would like to speak on one of the business items, they will need to register with the District Administrator prior to the presentation of that agenda item. The fifth section is called **Consent Agenda**. The Consent Agenda section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The sixth section is called **Management Report**. This section allows the District Manager to update the Board of Supervisors on any pending issues that are being researched for Board action.

The final sections are called **Supervisor Requests and Audience Comments**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to **three (3) minutes** for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. **IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT ADMINSTRATOR OUTSIDE THE CONTEXT OF THIS MEETING.**

Agendas can be reviewed by contacting the Manager's office at (813) 873-7300 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically, no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 873-7300, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1, who can aid you in contacting the District Office.

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

Northwood CDD
Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Northwood Community Development District will be held on **Monday, October 11, 2021 at 6:30 p.m. at the Northwood Clubhouse located at 27248 Big Sur Drive, Wesley Chapel, FL 33544** and via Zoom at <https://zoom.us/j/94237096324> ; Meeting ID: 942 3709 6324. Please let us know 24 hours before the meeting if you wish to call in for the meeting. Following is the agenda for the meeting:

Call In Number: 1-866-906-9330

Access Code: 4863181#

- 1. PLEDGE OF ALLEGIANCE**
- 2. CALL TO ORDER**
- 3. BUSINESS ITEMS**
 - A. Discussion on Clubhouse Staffing
 - B. Discussion on HR Policy & Procedures
 - C. General Matters of the District
- 4. CONSENT AGENDA**
 - A. Consideration of Minutes of the Regular Meeting September 13, 2021 Tab 01
 - B. Consideration of Operations and Maintenance Expenditures August 2021 *Under Separate Cover*
 - C. Review of Financial Statements Month Ending August 31, 2021 Tab 02
- 5. VENDOR AND STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
- 6. MANAGEMENT REPORT**
 - A. Field Manager's Reports..... Tab 03
- 7. SUPERVISOR REQUESTS AND COMMENTS**
- 8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**
- 9. ADJOURNMENT**

Sincerely,

Gene Roberts
District Manager

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Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for Northwood Community Development District was held on **Monday, September 13, 2021 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

Bryan Radcliff called the Regular Meeting of the Board of Supervisors of the Northwood Community Development District to order on **Monday, September 13, 2021 at 6:32 p.m.**

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

- Mimi Kilpatrick Chair
- Angel Medina Vice-Chair
- Karen Uhlig Supervisor
- Barbara Cruz Supervisor
- Jennifer Inman Supervisor

Staff Members Present:

- Bryan Radcliff District Manager, Meritus
- Skye Healey Clubhouse Manager
- Vivek Babbar District Counsel, Straley Robin Vericker *via Zoom*
- Tonja Stewart District Engineer, Stantec *via Zoom*
- Erwing Martinez LMP
- Buck Rollings Omega Tree Nursery
- Dianne McElvenny Waste Connections
- Nick Chico Waste Connections

There were some resident audience members present.

3. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

There were no audience questions or comments on agenda items.

Mr. Rollings with Omega provided an update for the Board. They have done 130 oaks so far and some of the smaller trees. They are doing a phased operation. Supervisor Medina asked about cutting limbs that are over homeowner property. Mr. Rollings and Mr. Radcliff explained that if the

48 branch exceeds over the property line, it is the homeowner's responsibility to trim. Supervisor Uhlig
49 suggested sending a letter to homeowners about the trees. Mr. Radcliff will get a letter to Mr.
50 Healey to send to homeowners.

51

52 *Mr. Rollings left the meeting.*

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55 **4. VENDOR/STAFF REPORTS**

56 **A. District Engineer**

57

58 A resident who received one of the four encroachment letters from the District addressed the Board
59 regarding a solution to the problem. Ms. Stewart and Mr. Babbar went over the issue and answered
60 the resident's questions. Ms. Stewart requested for the resident to send her his most recent survey
61 that he received when he purchased the home for review.

62

63 The Board asked for Ms. Stewart to follow up about the dip in the sidewalk on Northwood Blvd.
64 The Board also requested follow up from Ms. Stewart on the sign on Northwood Blvd. and why it
65 was not built with the requested lettering.

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67 **B. District Counsel**

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69 Mr. Babbar provided an update on the settlement offer in the Munari vs. Northwood CDD case. Mr.
70 Babbar and Mr. Radcliff asked the Board about having a shade meeting to discuss legal strategy.
71 Supervisor Cruz made a motion not to have a shade meeting. The Board asked Mr. Babbar some
72 questions about shade meetings and conflicts of interest, and Mr. Babbar answered. The motion was
73 died and was not called to a vote. Supervisor Cruz asked Mr. Babbar about a charge for a call with
74 Supervisor Inman regarding the historical background on the fence issue and a reply. Supervisor
75 Cruz said she would like to get a copy of the emails of the request. Mr. Radcliff will send that
76 information to the Board.

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78 *Ms. Stewart and Mr. Babbar exited the meeting.*

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80 **C. Landscape Update – LMP**

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82 The Board reviewed the proposal for irrigation change outs for all annual beds within the District.
83 They decided to table the proposal at this time.

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85 The Board then reviewed the proposal for irrigation at the Northwood Palm Blvd. entrance sign in
86 the amount of \$2,421.89.

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MOTION TO:	Approve the proposal for irrigation at the Northwood Palm Blvd. entrance sign in the amount of \$2,421.89.
MADE BY:	Supervisor Uhlig
SECONDED BY:	Supervisor Inman
DISCUSSION:	The Board continued to discuss the proposal.
RESULT:	Called to Vote: Motion PASSED 4/1 – Supervisor Cruz opposed.

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97 Mr. Martinez provided an update on the Xeriscaping and went over the difficulty the supplier was
98 having with providing the boulders.

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100 *Mr. Martinez left the meeting.*

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102 **D. Discussion with Waste Connections**

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104 Mr. Radcliff provided an update on the \$18K. A check will be sent to the CDD from Waste
105 Connections rather than doing a credit. Ms. McElvenny and Mr. Chico addressed the complaints
106 about the early morning pickups. Mr. Healey mentioned that the dumpster outside of the clubhouse
107 sometimes gets skipped. Supervisor Kilpatrick asked about the billing; Ms. McElvenny answered.

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110 **5. BUSINESS ITEMS**

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111 **A. Discussion on Lake Maintenance Agreement**

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113 The Board reviewed the Lake Maintenance Agreement. It is to renew with the current company for
114 fountain and aeration management.

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MOTION TO:	Approve the Lake Maintenance Agreement renewal.
MADE BY:	Supervisor Cruz
SECONDED BY:	Supervisor Uhlig
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion passed unanimously

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123 **B. Discussion on Holiday Lighting Proposal**

125 The Board reviewed and discussed the holiday lighting proposal.

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MOTION TO:	Approve the holiday lighting proposal from Decorative Elves.
MADE BY:	Supervisor Cruz
SECONDED BY:	Supervisor Medina
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion passed unanimously

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C. Discussion on Irrigation Installation Proposal

D. Discussion on Legal Matters

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139 These items were already addressed earlier in the meeting.

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E. Discussion on Community Volunteer Recognition Event

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143 Supervisor Kilpatrick went over the community volunteer recognition event for January with the
144 Board. The Board discussed and agreed to have a community volunteer recognition event at the
145 clubhouse on January 22, 2022.

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F. General Matters of the District

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149 Mr. Healey let the Board know that the pool shower needs to be repaired. The Board discussed.

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MOTION TO:	Approve the repair of the shower with a not-to-exceed \$800.
MADE BY:	Supervisor Cruz
SECONDED BY:	Supervisor Medina
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion passed unanimously

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6. CONSENT AGENDA

A. Consideration of Minutes of the Regular Meeting & Public Hearing August 9, 2021

B. Consideration of Minutes of the Continued Public Hearing August 23, 2021

D. Consideration of Operations and Maintenance Expenditures July 2021

E. Review of Financial Statements through July 31, 2021

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The Board reviewed the Consent Agenda items. Supervisor Kilpatrick asked about the OLM grading of LMP. She requested for OLM to come to the next meeting.

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MOTION TO:	Approve the Consent Agenda items A-D.
MADE BY:	Supervisor Kilpatrick
SECONDED BY:	Supervisor Cruz
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	5/0 – Motion passed unanimously

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7. MANGAGEMENT REPORTS

A. Field Manager’s Report

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Mr. Radcliff went over the management reports with the Board.

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8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

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A resident asked about having an event in the clubhouse to help a resident who is in the ICU with COVID. The Board agreed to allow the residents to use the clubhouse for a fundraiser regarding the resident who is hospitalized with COVID. The resident will coordinate with Mr. Healey.

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9. SUPERVISOR REQUESTS

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Supervisor Uhlig will send the list of outstanding items to Mr. Radcliff, and he will send the list to the Board for their information.

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Supervisor Inman asked about the status of the pool furniture.

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Supervisor Medina asked about scheduling a workshop. He also asked about having the clubhouse manager’s report in the book.

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10. ADJOURNMENT

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MOTION TO:	Adjourn at 8:35 p.m.
MADE BY:	Supervisor Kilpatrick
SECONDED BY:	Supervisor Uhlig
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	5/0 – Motion passed unanimously

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NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT

Minutes of the Regular Meeting
September 13, 2021

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

213

214 *These minutes were done in summary format.

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

219

220 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
221 meeting held on _____.

222

223 _____

224 Signature

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227 Printed Name

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229 Title:

- 230 Secretary
- 231 Assistant Secretary

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Signature

Printed Name

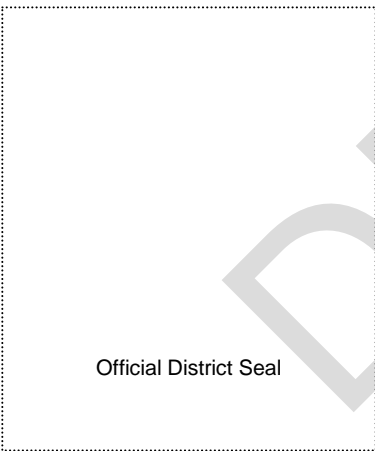
Title:

- Chairman
- Vice Chairman

Recorded by Records Administrator

Signature

Date



Northwood Community Development District

Financial Statements
(Unaudited)

Period Ending
August 31, 2021



Meritus Districts
2005 Pan Am Cir ~ Suite 300 ~ Tampa, FL 33607
Phone (813) 873-7300 ~ Fax (813) 873-7070

Northwood Community Development District

Balance Sheet

As of 8/31/2021
(In Whole Numbers)

	General Fund	General Fixed Assets Account Group	Total
Assets			
Cash-Operating Account	259,659	0	259,659
Cash-Reserve Account	191,400	0	191,400
Cash - Bond Surplus Funds	165,848	0	165,848
Cash-SBA	262,592	0	262,592
Accounts Receivable-Other	0	0	0
Prepaid Misc. Items	0	0	0
Prepaid Employment Insurance Policy	0	0	0
Prepaid Directors & Officers	0	0	0
Prepaid General Liability	0	0	0
Prepaid Crime Policy	0	0	0
Prepaid Property Insurance	0	0	0
Deposits - Electric	1,900	0	1,900
Buildings	0	341,662	341,662
Improvements Other Than Buildings	0	7,679,714	7,679,714
Furniture, Fixtures & Equipment	0	59,796	59,796
Cost of Issuance	0	204,770	204,770
Construction Work In Progress	0	97,851	97,851
Other	0	0	0
Total Assets	881,399	8,383,792	9,265,190
Liabilities			
Accounts Payable	2,958	0	2,958
Accounts Payable - Other	0	0	0
Suntrust Credit Card Payable	0	0	0
Home Depot Credit Card Payable	0	0	0
Due To Debt Service Fund	0	0	0
Accrued Expenses Payable	0	0	0
Sales Tax Payable	0	0	0
Federal Income Tax Payable	0	0	0
Refundable Deposits	150	0	150
Other	0	0	0
Total Liabilities	3,108	0	3,108
Fund Equity & Other Credits Contributed Capital			
Fund Balance-All Other Reserves	0	0	0
Fund Balance-Unreserved	793,978	0	793,978
Investment In General Fixed Assets	0	8,383,792	8,383,792
Other	84,313	0	84,313
Total Fund Equity & Other Credits Contributed Capital	878,291	8,383,792	9,262,083
Total Liabilities & Fund Equity	881,399	8,383,792	9,265,190

Northwood Community Development District

Statement of Revenues and Expenditures

General Fund - 001

From 10/1/2020 Through 8/31/2021

		Annual Budget	Current Period Actual	Budget to Actual Variance	Budget Percentage Remaining
Revenues					
32520	Special Assessments - Service Charges				
1002	Operations & Maintenance Assmts-Tax Roll	630,000.00	632,655.30	(2,655.30)	(0.42)%
36100	Interest Earnings				
0001	Interest Earnings	750.00	369.05	380.95	50.79%
36900	Other Miscellaneous Revenues				
0003	Miscellaneous	0.00	140.19	(140.19)	0.00%
0017	Clubhouse Rentals	<u>3,000.00</u>	<u>1,111.16</u>	<u>1,888.84</u>	<u>62.96%</u>
	Total Revenues	<u>633,750.00</u>	<u>634,275.70</u>	<u>(525.70)</u>	<u>(0.08)%</u>
Expenditures					
51100	Legislative				
1101	Supervisor Fees	12,000.00	12,400.00	(400.00)	(3.33)%
51300	Financial & Administrative				
3101	District Manager	57,500.00	52,708.26	4,791.74	8.33%
3103	District Engineer	2,500.00	1,335.25	1,164.75	46.59%
3106	Tax Collector/Property Appraiser Fees	0.00	150.00	(150.00)	0.00%
3202	Auditing Services	6,900.00	7,000.00	(100.00)	(1.44)%
4101	Postage, Phone, Faxes, Copies	1,400.00	4,787.42	(3,387.42)	(241.95)%
4501	Insurance - Public Officials	2,500.00	2,583.00	(83.00)	(3.32)%
4801	Legal Advertising	1,500.00	1,171.50	328.50	21.90%
4901	Bank Fees	100.00	16.00	84.00	84.00%
4902	Dues, Licenses & Fees	175.00	3,818.04	(3,643.04)	(2,081.73)%
5101	Office Supplies	100.00	0.00	100.00	100.00%
5103	Website Administration	1,200.00	1,100.00	100.00	8.33%
5105	ADA Website Compliance	1,800.00	1,100.00	700.00	38.88%
51400	Legal Counsel				
3107	District Counsel	5,000.00	8,737.25	(3,737.25)	(74.74)%
53100	Electric Utility Services				
4301	Electric Utility Services	68,000.00	72,937.89	(4,937.89)	(7.26)%
53400	Garbage/Solid Waste Control Services				
4303	Garbage Collection	90,000.00	110,679.00	(20,679.00)	(22.97)%
53600	Water-Sewer Combination Services				
4302	Water Utility Services	3,500.00	2,912.42	587.58	16.78%
53900	Other Physical Environment				
1204	Field Staff	70,000.00	61,110.43	8,889.57	12.69%
4502	Insurance - Property & Casualty	6,500.00	6,858.00	(358.00)	(5.50)%
4503	Insurance - General Liability	3,150.00	3,229.00	(79.00)	(2.50)%
4505	Insurance - Crime	275.00	263.00	12.00	4.36%
4604	Landscape Maintenance - Contract	85,000.00	61,978.18	23,021.82	27.08%
4605	Landscape Maintenance - Other	10,000.00	28,828.35	(18,828.35)	(188.28)%
4606	Lake Repairs & Maintenance	16,500.00	16,472.40	27.60	0.16%
4607	Plant Replacement Program	10,000.00	11,709.15	(1,709.15)	(17.09)%
4611	Irrigation Maintenance	5,000.00	4,465.23	534.77	10.69%
4612	Pavement/Signage/Wall Repairs	0.00	15.00	(15.00)	0.00%
4627	Asset Repairs & Maintenance	2,000.00	2,782.93	(782.93)	(39.14)%
4630	Landscape Maintenance-Consultants	4,680.00	4,290.00	390.00	8.33%
54100	Road & Street Facilities				
4310	Decorative Light Maintenance	10,000.00	9,905.03	94.97	0.94%
4612	Pavement/Signage/Wall Repairs	15,000.00	7,093.00	7,907.00	52.71%
57200	Parks & Recreation				
3403	Security Patrol	20,000.00	9,737.88	10,262.12	51.31%
4617	Pool Repairs & Maintenance	18,000.00	9,625.00	8,375.00	46.52%
4623	Clubhouse Supplies	5,000.00	333.54	4,666.46	93.32%
4624	Clubhouse Maintenance	3,200.00	12,318.03	(9,118.03)	12(284.93)%
4626	Park Facility Maintenance	2,000.00	6,172.30	(4,172.30)	(208.61)%

Northwood Community Development District
Statement of Revenues and Expenditures

General Fund - 001
From 10/1/2020 Through 8/31/2021

	Annual Budget	Current Period Actual	Budget to Actual Variance	Budget Percentage Remaining
4629 Special Events	2,000.00	471.56	1,528.44	76.42%
4904 Security System	2,000.00	3,502.32	(1,502.32)	(75.11)%
4905 Facility Telephone and Internet Service	2,500.00	2,916.52	(416.52)	(16.66)%
4908 Pool Furniture	5,000.00	0.00	5,000.00	100.00%
57800 Other Expenses				
4640 Community Enhancement Projects	17,970.00	2,450.00	15,520.00	86.36%
57900 Reserves				
6407 Undesignated Reserves	<u>63,800.00</u>	<u>0.00</u>	<u>63,800.00</u>	<u>100.00%</u>
Total Expenditures	<u>633,750.00</u>	<u>549,962.88</u>	<u>83,787.12</u>	<u>13.22%</u>
Subtotal: Rev Over / (Under) Exp	0.00	84,312.82	(84,312.82)	0.00%
Subtotal (OFS): Rev Over / (Under) Exp	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total: Revenues Over / Under Expenditures	<u><u>0.00</u></u>	<u><u>84,312.82</u></u>	<u><u>(84,312.82)</u></u>	<u><u>0.00%</u></u>
Fund Balance, Beginning of Period	0.00	793,978.23	(793,978.23)	0.00%
Fund Balance, End of Period	<u><u>0.00</u></u>	<u><u>878,291.05</u></u>	<u><u>(878,291.05)</u></u>	<u><u>0.00%</u></u>

Northwood Community Development District
Statement of Revenues and Expenditures

General Fixed Assets Account Group - 900
 From 10/1/2020 Through 8/31/2021

	Annual Budget	Current Period Actual	Budget to Actual Variance	Budget Percentage Remaining
Fund Balance, Beginning of Period	0.00	8,383,791.74	(8,383,791.74)	0.00%
Fund Balance, End of Period	0.00	8,383,791.74	(8,383,791.74)	0.00%

Northwood Community Development District
Reconcile Cash Accounts

Summary

Cash Account: 10101 Cash-Operating Account
Reconciliation ID: 08/31/2021
Reconciliation Date: 8/31/2021
Status: Locked

Bank Balance	272,855.03
Less Outstanding Checks/Vouchers	13,192.58
Plus Deposits in Transit	0.00
Plus or Minus Other Cash Items	0.00
Plus or Minus Suspense Items	<u>(3.52)</u>
Reconciled Bank Balance	259,658.93
Balance Per Books	<u>259,658.93</u>
Unreconciled Difference	<u><u>0.00</u></u>

Click the Next Page toolbar button to view details.

**Northwood Community Development District
Reconcile Cash Accounts**

Detail

Cash Account: 10101 Cash-Operating Account

Reconciliation ID: 08/31/2021

Reconciliation Date: 8/31/2021

Status: Locked

Outstanding Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
5697	4/1/2021	System Generated Check/Voucher	1,200.00	Sport Surfaces
5709	4/15/2021	System Generated Check/Voucher	200.00	Mimieaux Kilpatrick
5748	6/17/2021	System Generated Check/Voucher	200.00	Mimieaux Kilpatrick
5766	7/15/2021	System Generated Check/Voucher	400.00	Mimieaux Kilpatrick
5787	8/26/2021	System Generated Check/Voucher	330.30	ADT Security Services
5788	8/26/2021	System Generated Check/Voucher	200.00	Angel Medina
5789	8/26/2021	System Generated Check/Voucher	249.03	Frontier Communications
5790	8/26/2021	System Generated Check/Voucher	200.00	Jennifer Inman
5791	8/26/2021	System Generated Check/Voucher	325.00	Landscape Maintenance Professionals, Inc.
5792	8/26/2021	System Generated Check/Voucher	200.00	Mimieaux Kilpatrick
5793	8/26/2021	System Generated Check/Voucher	36.40	Pasco County Utilities Services
5794	8/26/2021	System Generated Check/Voucher	29.85	Tampa Electric Company
5795	8/26/2021	System Generated Check/Voucher	9,622.00	Waste Connections of Florida
Outstanding Checks/Vouchers			13,192.58	
			13,192.58	

Northwood Community Development District
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash-Operating Account
Reconciliation ID: 08/31/2021
Reconciliation Date: 8/31/2021
Status: Locked

Outstanding Suspense Items

<u>Item Number</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
001	8/30/2021	Correction From 7/2021 Bank Stmt	(3.52)
Outstanding Suspense Items			(3.52)

**Northwood Community Development District
Reconcile Cash Accounts**

Detail

Cash Account: 10101 Cash-Operating Account

Reconciliation ID: 08/31/2021

Reconciliation Date: 8/31/2021

Status: Locked

Cleared Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
5734	5/20/2021	System Generated Check/Voucher	200.00	Mimieaux Kilpatrick
5770	7/22/2021	System Generated Check/Voucher	43.38	ADT Security Services
5772	7/22/2021	System Generated Check/Voucher	447.06	Johnson Controls Security Solutions
5773	8/2/2021	System Generated Check/Voucher	9,479.18	Landscape Maintenance Professionals, Inc.
5774	8/2/2021	System Generated Check/Voucher	5,036.60	Meritus Districts
5775	8/2/2021	System Generated Check/Voucher	390.00	OLM, Inc.
5776	8/2/2021	System Generated Check/Voucher	278.44	Pasco County Utilities Services
5777	8/2/2021	System Generated Check/Voucher	1,032.00	Pasco Sheriff's Office
5778	8/2/2021	System Generated Check/Voucher	1,998.50	Straley & Robin Vericker
5779	8/2/2021	System Generated Check/Voucher	1,171.50	Times Publishing Company
5780	8/2/2021	System Generated Check/Voucher	31.94	Tampa Electric Company
5781	8/2/2021	System Generated Check/Voucher	147.00	Truly Nolen of America, Inc.
5782	8/2/2021	System Generated Check/Voucher	9,622.00	Waste Connections of Florida
FDR072021	8/6/2021	Sales Tax Payment - July	32.71	Florida Dept. of Revenue
5783	8/9/2021	System Generated Check/Voucher	1,250.00	Villa Portofino Inc.
210056230016	8/13/2021	PR PE080721_CD081321	3,070.82	DecisionHR IX
5784	8/19/2021	System Generated Check/Voucher	1,529.00	Solitude Lake Management, LLC
5785	8/19/2021	System Generated Check/Voucher	313.50	Straley & Robin Vericker
5786	8/19/2021	System Generated Check/Voucher	850.00	Suncoast Pool Service
210056230017	8/27/2021	P/R PE082121_CD082721	3,504.68	DecisionHR IX
3110000001 080421	8/27/2021	paid by ACH service 06/22/21 - 07/21/21	7,335.78	Tampa Electric Company
CD290	8/31/2021	August Bank Activity	<u>244.23</u>	
Cleared Checks/Vouchers			<u>48,008.32</u>	



NORTHWOOD CDD

LANDSCAPE INSPECTION

September 10, 2021

ATTENDING:

GENE ROBERTS – MERITUS

STEVE SMALL – LMP

PAUL WOODS– OLM, INC.

SCORE: 93.5%

**NEXT INSPECTION
OCTOBER 8TH, 2021 AT 10:30 AM**

CATEGORY I: MAINTENANCE CARRYOVER ITEMS FROM 06/04/2021

NONE

CATEGORY II: MAINTENANCE ITEMS

CLUBHOUSE

1. Monitor discoloration in turf and treat at curative rates.
2. Remove windfall and debris weekly.
3. Prune Queen palm flowers up to 15 feet to reduce petal and fruit drop.
4. Deadhead Crinum Lilies.
5. **Deadhead Coleus maintaining separation with Pentas. Contractor is reminded that deadhead pinching is a bi-weekly service.**
6. Improve the removal of windfall and detail weekly.

BOULEVARD

7. Reduction prune Oleanders to just below the top of the utility cabinets to maintain screening but not allowing plants to grow into sidewalks.
8. North end of the property: Control Nutsedge in the mixed turf stands.
9. Contractor is reminded to remove Spanish Moss in Bottlebrush trees.
10. Monitor decline in Ligustrum Privets in the center island, prune and elevate as needed to maintain clearance of Ligustrum overhanging travel lanes.
11. **Closely monitor chlorosis in Elaeagnus and confirm no active disease pressure.**

ENTRANCE

12. Deadhead seasonal color and treat with systemic fungicides at curative rates for the duration of the presentation.
13. **Control disease in Ixora, Flax Lilies, and Society Garlic.**

14. Across the Countyline Road frontage: Elevate Ligustrum trees improving visibility into the Philodendron stands. Also, thin and reduce Philodendron as needed to maintain clearance off turf lines and not overgrow Crinum Lilies.

FRONTAGE

15. East side entrance sign: Improve Gold Mound Duranta.

CATEGORY III: IMPROVEMENTS – PRICING

NONE

CATEGORY IV: NOTES TO OWNER

1. Note to Gene- Please confirm the status of the removal permits on the dead Pines on the north side of the property.
2. Southbound lane just before the gatehouse there are 2 large potholes in the roadway.

CATEGORY V: NOTES TO CONTRACTOR

1. With recent heavy rains I recommend a rain hold on all irrigation to improve drying conditions.

PGW:kn

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NORTHWOOD CDD

MONTHLY LANDSCAPE MAINTENANCE INSPECTION GRADESHEET

A. LANDSCAPE MAINTENANCE	VALUE	DEDUCTION	REASON FOR DEDUCTION
TURF	5		
TURF FERTILITY	15		
TURF EDGING	5		
WEED CONTROL – TURF AREAS	10		
TURF INSECT/DISEASE CONTROL	10		
PLANT FERTILITY	5		
WEED CONTROL – BED AREAS	10	-5	Grassy and dove weed
PLANT INSECT/DISEASE CONTROL	10	-2	Entrance fungus (Flax, Ixora, Garlic)
PRUNING	10		
CLEANLINESS	10	-1	Debris in playgrounds and hedgerow
MULCHING	5		
WATER/IRRIGATION MANAGEMENT	15		
CARRYOVERS	5		

B. SEASONAL COLOR/PERENNIAL MAINTENANCE	VALUE	DEDUCTION	REASON FOR DEDUCTION
VIGOR/APPEARANCE	10		
INSECT/DISEASE CONTROL	10		
DEADHEADING/PRUNING	10	-2	Pinch Coleus flowers
MAXIMUM VALUE	145		



Date: 9-10-21 Score: 93.5 Performance Payment™ 100%

Contractor Signature: _____

Inspector Signature: _____

Property Representative Signature: _____