

**MINUTES OF MEETING  
THE WOODLANDS  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of The Woodlands Community Development District was held on Tuesday June 30, 2015 at 10:30 a.m., in the offices of DMK Associates, 421 Commercial Court, Venice, Florida.

Present and constituting a quorum were:

Carl Impastato (via phone)	Chairman
William Richardson	Vice Chairman
James Rodger Underwood	Supervisor
Walter Cote	Supervisor
Lawrence Tinkham (via phone)	Supervisor

Also present were:

Mark Vega	District Manager
Dorian Popescu	District Engineer
Tracy Robin (via phone)	District Counsel

*The following is a summary of the discussion and actions taken at the June 30, 2015 Woodlands Board of Supervisors meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Vega called the meeting to order and called roll. Mr. Richardson, Mr. Underwood and Mr. Cote reported as present.

**A. Consideration of CMT**

On MOTION by Mr. Richardson seconded by Mr. Underwood with all in favor to approve CMT (Communication Media Transcript) for Mr. Impastato and Mr. Tinkham. 3-0
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**SECOND ORDER OF BUSINESS**

**Public Comment on Agenda Items**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of Consent Agenda**

**A. April 29, 2015 and May 14, 2015 Meeting Minutes**

**B. Financials – Period Ending May 31, 2015**

Discussion followed on the distribution of the agenda and providing a recap of action items discussed during meetings. Going forward, when it is stated during a meeting “For the

Approved

Record” the item will be captured in the minutes. Action items discussed during the meeting will be summarized at the end of a meeting; going forward, Action Item Recap will be added to the agenda format following Supervisors’ Requests.

On MOTION by Mr. Richardson seconded by Mr. Cote with all in favor the Consent Agenda was approved as presented. 5-0

The question was raised if Board members participating by phone are permitted to vote on motions.

In order to establish a quorum for a 5 member Board, 3 Supervisors must be physically present. The remaining 2 Board members may, if approved by the quorum, participate and vote at the meeting.

On MOTION by Mr. Cote seconded by Mr. Richardson with all in favor to allow Mr. Impastato and Mr. Tinkham to participate and vote via phone during the meeting. 3-0

**FOURTH ORDER OF BUSINESS**

**Public Hearing to Consider Resolution 2015-6 Adopting the Budget for Fiscal Year 2016; and Resolution 2015-7 Levy of Non Ad Valorem Assessments**

On MOTION by Mr. Impastato seconded by Mr. Richardson to adopt Resolution 2015-6 A Resolution of the Woodlands Community Development District (the “District”) Relating to the Annual Appropriations of the District and Adopting the Budget for the Fiscal Year Beginning October 1, 2015; and Ending September 30, 2016, and Referencing the Maintenance and Benefit Special Assessments to be Levied by the District for said Fiscal Year.

Discussion by the Board followed.

The Public Hearing to Consider Resolution 2015-6 Adopting the Budget for Fiscal Year 2016; and Resolution 2015-7 Levy of Non Ad Valorem Assessments was open for resident comment at 11:07 a.m.

It was noted no public was present and the Public Hearing was closed at 11.08 a.m.

On VOICE VOTE with Mr. Cote, Mr. Richardson, Mr. Underwood, Mr. Impastato and Mr. Tinkham voting AYE, Resolution 2015-6 was adopted. 5-0

Resolution 2015-7 was presented for consideration.

On MOTION by Mr. Impastato seconded by Mr. Underwood with all in favor Resolution 2015-7 Levying and Imposing Non Ad Valorem Special Assessments for the Woodlands Community Development District for Fiscal Year 2015/2016 was adopted.

On VOICE VOTE with Mr. Cote, Mr. Richardson, Mr. Underwood, Mr. Impastato and Mr. Tinkham voting AYE, Resolution 2015-7 was adopted. 5-0

**FIFTH ORDER OF BUSINESS**

**Attorney's Report**

Mr. Robin stated he was not prepared in providing a legal analysis on the question regarding the obligation to maintain pump stations 3 and 4. This information will be provided at the next meeting.

We have not received further analysis from the City of North Port on the roads and their position on the landscaping and the lights. At this time, it does not appear the City staff will make a favorable recommendation. This item needs to be presented to the City Commission to make the decision. District Counsel will prepare a letter to the City requesting this item be placed on their agenda.

Mr. Robin provided additional information on the meeting with the Assistant City Manager and the City Attorney from the City of North Port.

Mr. Vega will compile information from the Board and District Engineer and provide a chronological recap of the turnover events.

With Board consensus, Mr. Robin was directed to send a letter to the City of North Port requesting placement on the City Agenda to discuss the turnover of the roads.

**SIXTH ORDER OF BUSINESS**

**Engineer's Report**

Mr. Popescu reported attending the City of North Port's Budget Workshop on June 25, 2015 regarding the FY2016 Public Works Operations Budget addressing \$240,000 for the maintenance of Panacea and Plantation.

Mr. Robin stated it is important to ensure someone attends the City’s Budget Public Hearing. They need to be prepared to speak if the \$240,000 is recommended to be cut from the budget for Panacca and Plantation maintenance.

**SEVENTH ORDER OF BUSINESS** **New Business**  
There being none, the next item followed.

**EIGHTH ORDER OF BUSINESS** **Manager’s Report**

**A. Consideration of Fiscal Year 2016 Meeting Schedule**

Mr. Vega presented a proposed meeting schedule for FY 2016.

On MOTION by Mr. Richardson seconded by Mr. Underwood with all in favor to approved the FY 2016 Meeting Schedule with the following dates: October 29, 2015, January 7, 2016, April 7, 2016 and July 7, 2016. 5-0

**B. Approval of Requisitions**

**i. Requisition #545 – Benderson Development, LLC.**

The following waivers/releases received:

- Benderson Warranty
- Charles & Chase – Release of Owner
- City Electric Supply – Final Waiver
- Sunbelt Release

Waivers/releases/ documents not yet received:

- As Build’s from Benderson
- SESCO Lighting – waiver
- SESCO Lighting – warranty
- Contract close-out

Discussion followed on the plan changes requested by the City and certification of the final lighting plan.

**ii. Requisition #557 – Woodlands CDD**

Requisition #557 is to reimburse the Woodlands CDD for the FP&L lighting expenditures in the amount of \$11,072.81.

**iii. Requisition #558 – Woodlands CDD**

Requisition #558 is to reimburse the Woodlands CDD for the Universal Engineering Core Drilling expenditures in the amount of \$5,295.00.

**iv. Requisition #559 – Woodlands CDD**

Requisition #559 is to reimburse the Woodlands CDD for Valley Crest expenditures for evaluation of the irrigation system in the amount of \$2,500.00.

**v. Requisition #560 – DMK Associates**

Requisition #560 is for work performed by DMK Associates during May and June 2015 in the amount of \$4,691.95.

On MOTION by Mr. Richardson seconded by Mr. Underwood with all in favor to approve Requisition #557, #558, #559 and #560 as presented. 5-0

**C. Proposals from Hoover Pumping Systems**

Mr. Vega stated that work on pump station #2 is regarded as maintenance by the Bondholder and will not be paid as part of the construction account; they are willing to meet and discuss a collaboration regarding funding.

Discussion ensued on the pumping system issues and solutions put forth by Hoover Pumping Systems.

On MOTION by Mr. Underwood seconded by Mr. Richardson with all in favor, contingent upon funds available in the FY 2016 budget, and subject to District Counsel review of the agreement, to approve proceeding with the replacement of Cypress Falls pumping station #2. 5-0

Mr. Robin stated Pulte needs to be made fully aware that without funding or supplemental funding there may be an issue in providing water for Phase II. An email will be sent documenting this information was provided.

**D. Discussion of Stewart Engineering Proposal**

This item was provided for consideration. By Board consensus, this item will be reviewed at a later date.

**E. Discussion of Landscape Services**

Mr. Vega presented information regarding landscape services. In 2013 Mainguy provided a quote in the amount of \$140,000; Valley Crest, our current contractor, proposed to do the work for \$120,000. Discussion followed on the proposed scope of work and ala cart options. Valley Crest will continue providing service. The District Manager is authorized to follow-up on ala cart services, as needed, up to his expenditure limit.

**NINTH ORDER OF BUSINESS**

**Supervisors' Requests**

There being none, the next item followed.

**Mr. Vega provided an Action Item Summary**

- **Tracy Robin:**
  - Report on obligation to repair Pumps 3 and 4
  - Send letter to City requesting placement on their agenda regarding turnover of roadways
  - Attend City Budget Public Hearing
  
- **Dorian Popescu:**
  - Find out the date of the City Budget Public Hearing
  
- **Mark Vega:**
  - Provide a chronological recap of the turnover events
  - Forward bid package email to Board regarding Benderson Lighting Contract
  - Contact Brent Hoover regarding pumping out of a spring fed pond
  - Send Hoover Pumping Station agreement to Mr. Robin for review
  - Along with Mr. Robin, send an email to Mr. Woolery regarding status of Phase II pumps
  - Ensure Valley Crest honors the 15 cuts specified in the contract
  - Send an email recap of action items not later than one week after a meeting

**TENTH ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Richardson seconded by Mr. Underwood  
with all in favor the meeting was adjourned at 12:55 p.m. 5-0

  
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Chairman

Approved