

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

The regular meeting of the Board of Supervisors of The Woodlands Community Development District was held Thursday, January 28, 2015 at 10:30 a.m. in the Cypress Falls Clubhouse, 2605 Arugula Dr., North Port, Florida.

Present and constituting a quorum were:

James Rodger Underwood	Supervisor
Walter Cote	Supervisor
Lawrence Tinkham	Supervisor

Also present were:

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

The following is a summary of the discussion and actions taken at the January 28, 2015 Woodlands Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Vega called the meeting to order and Supervisors identified themselves. A quorum was established.

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. Minutes – December 18, 2014 Meeting

B. Financials – Period Ending December 31, 2014

Mr. Vega stated each Board member received a copy of the Consent Agenda which includes the minutes of the December 18, 2014 meeting and the financial statements for the period ending December 31, 2014; and requested any additions, corrections or deletions.

Approved

On MOTION by Mr. Underwood seconded by Mr. Cote with a vote of 3-0 the consent agenda which includes the minutes of the December 18, 2014 meeting and the financials for the period ending December 31, 2014 was approved.

FOURTH ORDER OF BUSINESS

Attorney's Report

There being none, the next item followed.

SIXTH ORDER OF BUSINESS

Engineer's Report

A. Roadways Completion Progress Report – January 28, 2015

Mr. Popescu reviewed the Roadways Completion Progress Report; a copy of which is attached for the record.

Lighting Construction:

The electrical underground work was inspected and approved by the City inspector. The final inspection and acceptance of the lighting system by the City building department took place on September 10 and the lighting system was approved.

At City's request, the lights were "turned on" on December 16 and will stay on, during the nights, in order to provide the City an expected monthly cost for their budgeting.

The electric system has worked without problem since December 23rd.

FPL read the two meters on January 26. The cost per night for the 33 nights was reported as \$91.71, and this information was forwarded to the City.

The City electrical inspector, Ron Legendry, on behalf of Ms. Marcia Rubin, the City's Property Maintenance Manager, inspected the lighting system on January 21, 2015 with Charles and Chase, the contractor. Mr. Newman commented the poles at the south end of Panacea were located in a narrow median, and were too close to the road. DMK reviewed the situation and replied to the City assuring them all light poles were located within FDOT allowable clearance.

Roadways Repair:

The City's inspection conducted on January 7, 2015 found approximately 9 sections of sidewalks with cracks. Our review with Site Masters, conducted the following day revealed an additional 50 sections of cracked sidewalk, most along Plantation North. All the cracks were repaired; in addition one pedestrian rail was found to be bent and was repaired.

The City's January 23, 2015 inspection located 7 more sidewalk deficiencies. They requested replacement of most of the old ADA mats at intersections.

The City's inspection of January 7, 2015 also identified a number of traffic signs that did not meet the height requirements. Site Masters completed the repair and replacement and this was confirmed at the January 23, 2015 inspection.

In December 2014 the City requested the sidewalks be weeded and sprayed with grass killer. ValleyCrest was contracted to do the spraying. At the January 7, 2015 inspection the weeds had been sprayed only once; by the January 23, 2015 inspection the City acknowledged the second spraying was successful in eliminating the weeds.

Landscape of the Roads Right of Way

The City forwarded to DMK a set of landscape plans without indication if they are the City's previously approved plans. Mr. Underwood completed a comparison between the plans and the actual landscape. The City has shown no interest in enforcing those plans and has demonstrated a willingness to take over the landscape, as is.

ValleyCrest completed the clearing of the medians. An inspection conducted on December 17, 2014 found only minor clean-up remains in the ROW along Panacea. ValleyCrest also cut and removed two palm trees showing advanced deterioration.

The City inspection on January 7, 2015 of the completed work found a few areas needing to be cleared; also several areas to be sodded and areas needing the sod to be raised level with the sidewalk.

The sod and mulch were completed and only spot needs were identified during the January 23, 2015 City inspection. As of January 27, 2015 the contractor was completing the work and will be ready for the next City inspection to be held January 28 or 29, 2015.

Chain Link Fence

During the January 7, 2015 inspection, the City asked the remaining chain link fence be repaired, adding end posts to improve the appearance. The feasibility of completely replacing the fence with new chain link fence was explored. Two local fence contractors indicated they would like to install the new fence but could not start the work for 5 weeks. As a result, Site Masters was instructed to make the necessary repairs. They are to finish their repair work by noon on January 28, 2015.

Roadways Irrigation

Valley Crest was contracted in November 2014 to inspect the irrigation system and identify deficiencies. They checked more than 140 zones and followed up with repairs of the system which were approved by the Board in December 2014. Since then, more deficiencies were found. These deficiencies were corrected and the irrigation system was determined to be functioning properly, considering it is over 8 years old and was not used for a long time. New head replacement will be required as the City starts mowing the grass. At the January 23, 2015 meeting the City staff suggested the maintenance of the irrigation system remains for a while under the CDD while the roads are taken over by the City.

Roads Right of Ways Recording

The plat for Panacea and Plantation were approved by City staff. Once the cost of maintaining the roads is budgeted the plat will be scheduled for approval by the Planning Commission. Mr. Popescu explained the remainder of the approval transfer process.

SEVENTH ORDER OF BUSINESS Manager’s Report

Mr. Vega asked Mr. Robins to provide guidance on reimbursing the Board for mileage related to travel for District business and for clarification on which Board member is authorized to approve requisitions associated with the bond document.

Mr. Robin advised based on the nature of the document it would be advisable to have the chairman sign the requisitions, and in his absence the vice-chairman.

A. Discussion on Irrigation

Proposals from Citrus Seven and Hoover Pumping Systems were discussed.

On MOTION by Mr. Underwood seconded by Mr. Cote with all in favor to proceed with a 6 month contract with Hoover Pumping Systems. 3-0

Mr. Robin confirmed mileage reimbursement for travel to the Engineer’s office to attend CDD meetings was acceptable.

Mr. Robin disconnected from the meeting at this time.

Mr. Cote requested an As-Built diagram of the irrigation system be provided.

Mr. Popescu stated a modeling program of the irrigation system is needed to understand how the system functions.

B. Re-Schedule a Financial Report Workshop

- Discussion on this item will be on the agenda for the February 19, 2015 meeting.

The meeting was recessed for a short break and was then reconvened.

C. Approval of Requisitions # 539, 540, 541, 542

Mr. Vega presented the following requisitions:

- #539 \$13,619.12 out of the construction fund – DMK invoice for work performed in November 2014
- #540 \$26,584.00 to the Woodlands CDD – reimbursement for payment of Valley Crest invoices paid from the General Fund
- #541 \$26,187 to Site Masters for concrete; \$6,034 to Valley Crest for broken heads
- #542 \$10,624.41 to DMK for Street Lighting – January 2015 Invoice

On MOTION by Mr. Underwood seconded by Mr. Tinkham with all in favor Requisition # 539,540,541 and 542 were approved as submitted. 3-0

EIGHTH ORDER OF BUSINESS

There being none, the next item followed.

Supervisors' Requests

NINTH ORDER OF BUSINESS

There being none, the next item followed.

Audience Comments

TENTH ORDER OF BUSINESS


There being no further business,

Adjournment

On MOTION by Mr. Underwood seconded by Mr. Underwood with all in favor (5-0) the meeting was adjourned at 11:59 a.m.



 Mark Vega
 Secretary



 William Richardson
 Vice-Chairman