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2 **Minutes of the Regular Meeting**
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4 The Regular Meeting of the Board of Supervisors for Northwood Community Development District
5 was held on **Monday, September 14, 2020 at 6:30 p.m.** at the Northwood Clubhouse located at
6 27248 Big Sur Dr., Wesley Chapel, Florida, 33544.
7

8
9 **1. PLEDGE OF ALLEGIANCE**

10 Eric Davidson led the Pledge of Allegiance.
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12

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14 **2. CALL TO ORDER**

15
16 Eric Davidson called the Regular Meeting of the Board of Supervisors of the Northwood Community
17 Development District to order on **Monday, September 14, 2020 at 6:32 p.m.**
18

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

20 Mimi Kilpatrick Chair
21 Brian Quigley Vice Chair
22 Karen Uhlig Supervisor
23 Barbara Cruz Supervisor
24 Angel Medina Supervisor *joined via conference call around 6:45 p.m.*
25

26 **Staff Members Present:**

27 Eric Davidson District Manager, Meritus
28 Josue Marquez Onsite Staff
29

30 There were some resident audience members present.
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33 **3. AUDIENCE QUESTION AND COMMENT ON AGENDA ITEMS**
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35 There were no audience questions or comments on agenda items.
36
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38 **4. VENDOR/STAFF REPORTS**

39 **A. District Counsel**

40 **B. District Engineer**
41

42 There were no updates from Counsel or the Engineer at this time.
43
44

45 **5. BUSINESS ITEMS**

46 **A. Discussion with LMP**

47 **1. Xeriscaping Examples**

48 **2. Annuals Proposals**

49

50 Because a representative from LMP was not in attendance to go over these items, the Board decided
51 to skip ahead to the next business item. The Board asked to have LMP attend the next meeting.

52

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

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55 The Board discussed the holiday lighting and noted that the price is a little lower this year.

56

57

MOTION TO: Approve the holiday lighting proposal.

58

MADE BY: Supervisor Uhlig

59

SECONDED BY: Supervisor Cruz

60

DISCUSSION: None Further

61

RESULT: Called to Vote: Motion PASSED

62

4/0 – Motion passed unanimously

63

64 Supervisor Cruz asked Mr. Marquez about the deer holiday decorations. Mr. Marquez said he will
65 need to confirm how many they have. The Board discussed locations for the deer and other holiday
66 decorations. The Board also asked Mr. Marquez to purchase some additional holiday items.

67

68

MOTION TO: Approve Mr. Marquez to purchase the holiday items as
discussed, not to exceed \$500.

69

MADE BY: Supervisor Cruz

70

SECONDED BY: Supervisor Kilpatrick

71

DISCUSSION: None Further

72

RESULT: Called to Vote: Motion PASSED

73

74

4/0 – Motion passed unanimously

75

76 **C. Discussion on Sanitation Services**

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78 The Board discussed sanitation services. It appears as though the CDD was overcharged by the
79 sanitation company over the years for about \$35K total. The Board discussed some possible ways to
80 address the issue and will talk more about it when they can get more information.

81

82 **D. General Matters of the District**

83

84 There were no general matters to discuss at this time.

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86

87

88 **6. CONSENT AGENDA**

89 **A. Consideration of Minutes of the Public Hearing & Regular Meeting August 10, 2020**

90
91 The Board reviewed the minutes.

93	MOTION TO:	Approve the August 10, 2020 minutes.
94	MADE BY:	Supervisor Uhlig
95	SECONDED BY:	Supervisor Quigley
96	DISCUSSION:	None Further
97	RESULT:	Called to Vote: Motion PASSED
98		5/0 – Motion passed unanimously

99
100 **B. Consideration of Operations and Maintenance Expenditures July 2020**

101
102 The Board reviewed the O&Ms and asked about the LED lights and pressure-washing. The Board
103 also talked about having a shredding event for the community and the letter that went out asking if
104 people would be interested in the event. Mr. Davidson said management can look into what kind of
105 responses they received from the community.

107	MOTION TO:	Approve the July 2020 O&Ms.
108	MADE BY:	Supervisor Kilpatrick
109	SECONDED BY:	Supervisor Cruz
110	DISCUSSION:	None Further
111	RESULT:	Called to Vote: Motion PASSED
112		5/0 – Motion passed unanimously

113
114 **C. Review of Financial Statements through July 31, 2020**

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116 The financials were reviewed and accepted.

117
118

119 **7. MANGAGEMENT REPORTS**

120 **A. Staff Action Item List**

121 **B. Field Manager's Report**

122 **1. Community Inspection Reports**

123 **i. Asset Inspection**

124 **ii. Clubhouse Calendar**

125 **2. Sheriff's Report**

126

127 The Board reviewed the management reports. Supervisor Kilpatrick mentioned a section of the
128 sidewalk that consistently has debris and dirt. Supervisor Uhlig said that might have been the area
129 where there was an issue with the drainage. Management will follow up with the landscape
130 maintenance vendor. Supervisor Kilpatrick asked for Mr. Marquez to follow up with the aquatics
131 company about switching out the bulbs. The Board also talked about issues with the wall and cracks
132 along the marquis. They would like to use a map to track which sections have had repairs and which
133 sections need work.

134

135 The Board reiterated that they would like to make sure LMP attends the next meeting.

136

137

138 **8. SUPERVISOR REQUESTS**

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140 Supervisor Cruz said she would like to have a discussion on the phased reopening of the amenities.
141 The Board agreed to discuss. Supervisor Quigley asked about opening up the tennis and basketball
142 courts. Supervisor Cruz asked about following CDC guidelines. Supervisor Quigley noted it would
143 be difficult for the District to enforce on the courts. Supervisor Kilpatrick asked about putting signs
144 up to say that using the courts is at your own risk. The Board discussed liability and what the
145 District's insurance company had advised previously. Mr. Davidson said he can find out more
146 information from Counsel and the insurance company. Supervisor Cruz also asked for Mr. Marquez
147 and Mr. Davison to look into the cost of a non-touch thermometer and a hand sanitizer station. Mr.
148 Marquez asked about people wanting to have meetings with the same socially distanced setup as the
149 Board had today. The Board said they thought that would be okay.

150

151 Supervisor Kilpatrick mentioned getting subscriptions to a newspaper and magazine for residents to
152 look at when they are in the clubhouse, to be further discussed at a future meeting. She also asked
153 about the three water meters on the water bills. Mr. Davidson explained.

154

155

156 **9. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

157

158 Audience members commented about the phased reopening of the amenities, issues with the
159 sidewalks, if a homeowner is allowed to maintain an area of land near his home since it does not
160 appear that the CDD is not maintaining it, and the CDD meetings being in person vs. through
161 teleconference.

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163

NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT

Minutes of the Regular Meeting

September 14, 2020

164 10. ADJOURNMENT

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MOTION TO:	Adjourn.
MADE BY:	Supervisor Uhlig
SECONDED BY:	Supervisor Quigley
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously

172

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

174

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

176

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

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181 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
182 meeting held on 10/12/2020.

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Signature

Printed Name

Title:

Secretary

Assistant Secretary

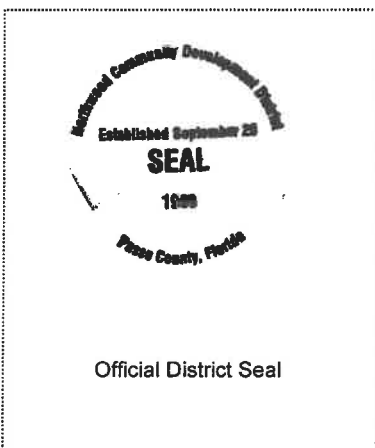
Signature

Printed Name

Title:

Chairman

Vice Chairman



Recorded by Records Administrator

Signature

Date

10/13/2020