Minutes of the Regular Meeting May 08, 2023

MINUTES OF THE REGULAR MEETING

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4 5 The Regular Meetings of the Board of Supervisors for Northwood Community Development District was held on **Monday**, **May 08**, **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**.

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1. PLEDGE OF ALLEGIANCE

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The Pledge of Allegiance was recited.

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2. CALL TO ORDER

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Gene Roberts called the Regular Meetings of the Board of Supervisors of the Northwood Community Development District to order on Monday, May 08, 2023, at 6:30 p.m.

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

18Mimi KilpatrickChair19Brian QuigleyVice-Chair20Brian MunariSupervisor21Barbara CruzSupervisor

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Staff Members Present:

24 Gene Roberts District Manager, Inframark

Jen Lavelle Facility Manager

26 Bill Concard LMP

27 Tim Gay Illumination Holiday Lighting

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There were approximately (6) resident audience members present.

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There were no audience questions on the agenda items.

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3. VENDOR AND STAFF REPORTS

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A. District CounselB. District Engineer

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i. Follow up Northwood Entrance

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Tim Gay with Illumination Holiday Decorations showed a slide presentation of different options for the holiday decorations which included a lighting system for the clubhouse that would be left up year-round and utilized for other holidays and occasions. Pricing will be provided at the upcoming June meeting.

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Bill Conrad with LMP gave a brief update on the landscape conditions. He stated the three dead

pine trees will be removed by May 11th. Supervisor Kilpatrick requested that LMP provide a

proposal to add steppingstones or mulch in the landscape bed at the amenity parking lot next to the marquis.

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47 There were currently no reports on behalf of the District Counsel and Engineer. 48 4. BUSINESS ITEMS 49 A. Annual Notice of Qualified Electors 50 51 Mr. Roberts stated a letter has been sent to the Supervisor of Elections requesting the number of 52 qualified electors residing in Northwood. 53 54 B. Discussion on Review of Fiscal Year 2024 Proposed Budget 55 56 57 Mr. Roberts provided the Board with a handout of the proposed budget and asked them to review and provide him with any changes that may be needed. 58 59 60 C. Acceptance of Board of Supervisors Resignation - Jennifer Inman 61 62 The Board reviewed and accepted the resignation of Board of Supervisor Jennifer Inman's. 63 Accept the resignation from Supervisor Jennifer Inman. MOTION TO: 64 MADE BY: Supervisor Quigley 65 Supervisor Kilpatrick SECONDED BY: 66 DISCUSSION: None Further 67 RESULT: Called to Vote: Motion PASSED 68 3/1 – Motion Passed; Supervisor Munari abstained. 69 70 D. Discussion on Resident Resume for Open Board Seat 71 72 73 The Board tabled until June's meeting in order to accept additional resumes, giving a deadline of May 30th. 74 75 E. Discussion on Follow up Diversifying Funds 76 77 The Board reviewed and discussed purchasing a short-term CD. 78 79 MOTION TO: Approve to invest \$250,000 in CDs through Marcus 80 Goldman Sacs. 81 MADE BY: Supervisor Cruz 82 SECONDED BY: Supervisor Munari 83 None Further 84 DISCUSSION: RESULT: Called to Vote: Motion PASSED 85 4/0 – Motion Passed Unanimously 86

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A teenage resident Andrew Wasielewski approached the Board about adding four squares next to

the basketball court. This had been approved previously, so staff was directed to locate a vendor to add it.

G. Discussion on Plant Invoice

F. Discussion on Four Square

Mr. Roberts stated he had received the final invoice for the relocation of the plants from the easement next to Mr. Munari's residence. Mr. Munari stated the work has been completed but the Board requested LMP to inspect it as well as Supervisor Cruz. Per the lawsuit judgement the district is required to cover the expense.

H. Discussion on Supervisor request on Agenda Items

1. General Matters of the District

There was no supervisor request on agenda items or general matter of the District.

5. CONSENT AGENDA

A. Consideration of Minutes of the Regular Meeting April 10, 2023

The Board reviewed and discussed the minutes of the Regular Meeting April 10, 2023.

MOTION TO:	Approve the Minutes for the Regular Meeting on April 10, 2023.
MADE BY:	Supervisor Kilpatrick
SECONDED BY:	Supervisor Cruz
DISCUSSION:	None Further
RESULT	Called to Vote: Motion PASSED
	4/0 – Motion Passed Unanimously

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B. Consideration of Operations and Maintenance Expenditures March 2023

The Board reviewed the Operations and Maintenance Expenditures March 2023.

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Supervisor Quigley questioned the ADT invoices, Ms. Lavelle will look into them.

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The increase in streetlight cost was discussed, staff will contact TECO to request an energy audit.

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The Square charges was discussed, Ms. Lavelle will compare cost to other vendors.

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Supervisor Munari requested staff to check on invoice number 00161 for uncashed checks.

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Accounting to review the Waste Connection account to see if credits are due to the district.

NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT
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133 134 135 136 137		MOTION TO: MADE BY: SECONDED BY: DISCUSSION: RESULT;	Approve the O&Ms for March 2023. Supervisor Quigley Supervisor Munari None Further Called to Vote: Motion PASSED 4/0 – Motion Passed Unanimously
139			4/0 – Motion Passed Offamiliously
140	C. Re	eview of Financial Sta	atements Month Ending March 31, 2023
141 142 143	The Board rev	viewed the Financial S	Statements Month Ending March 31, 2023, and had no questions.
144 145 146 147 148 149		EPORTS trict Manager site Manager i. Employee Task S ii. Onsite Manager iii. Community Ins	Reports
151 152	Ms. Lavelle w	ent over her manager	ment reports and the event calendar.
153 154	7. BOARD C	OF SUPERVISORS	REQUESTS AND COMMENTS
155 156	Supervisor Qu	nigley requested if sur	rveillance signs can be added to the poles of the Flock cameras.
157 158 159 160			he Board to consider the proposal to repair the sidewalks and us Board that stated the district is not responsible for such
161		MOTION TO:	Not repair sidewalks.
162		MADE BY:	Supervisor Quigley
163		SECONDED BY:	Supervisor Cruz
164		DISCUSSION:	None Further
165		RESULT:	Called to Vote: Motion PASSED
166			3/1 – Motion Passed; Supervisor Munari abstained.
167 168 169	Staff was aske	d to include the actio	n item list in the meeting book.
170 171 172 173 174		a resident was noted onsible for street repa	regarding the district's bank accounts and if the county or airs.

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	NMENT	
	MOTION TO:	Adjourn.
	MADE BY:	Supervisor Cruz
	SECONDED BY:	Supervisor Quigley
	DISCUSSION:	None Further
	RESULT:	Called to Vote: Motion PASSED
		4/0 – Motion Passed: Unanimously
*Please note	the entire meeting is c	available on disc.
*These minute	es were done in summ	nary format.
proceedings i.	s made, including the	ed that person may need to ensure that a verbatim record of testimony and evidence upon which such appeal is to be bas at a meeting by vote of the Board of Supervisors at a pul
noticed meeti	ng held on 6-13	<u>3-2023</u>
Noticed meeti Signature	ng held on	- 2023 - Vlin Kefortrick Signature
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Signature Printed Name Title: Secretary Assistant Se	e e	Signature Livi Kilpotrick Printed Name Title: Chairman Vice Chairman Recorded by Records Administrator