

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for Northwood Community Development District was held on **Monday, January 11, 2021 at 6:30 p.m.** at the Northwood Clubhouse located at 27248 Big Sur Dr., Wesley Chapel, Florida, 33544.

1. PLEDGE OF ALLEGIANCE

Eric Davidson led the Pledge of Allegiance.

2. CALL TO ORDER

Eric Davidson called the Regular Meeting of the Board of Supervisors of the Northwood Community Development District to order on **Monday, January 11, 2021 at 6:31 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	<i>via conference call</i>
Barbara Cruz	Supervisor	
Jennifer Inman	Supervisor	

Staff Members Present:

Eric Davidson	District Manager, Meritus
Josue Marquez	Onsite Staff

There were some resident audience members present in person and via conference call.

3. VENDOR/STAFF REPORTS

A. District Counsel

Mr. Davidson briefly went over the email from Mr. Babbar regarding the garbage company.

B. District Engineer

Mr. Davidson updated the Board about the progress on the lights. The Board discussed and will contact the County as constituents to ask them to get lights installed for safety in the area discussed. Mr. Davidson also went over the cost of the sign. The Board said the price should be lower, because the cost of the survey should come out. Mr. Davidson will contact them tomorrow.

47 **4. BUSINESS ITEMS**

48 **A. Discussion on Food Bank**

49
50 The Board discussed the food bank. Supervisor Kilpatrick said maybe they could send out a pre-
51 interest card to residents to see if they would be willing to donate certain items. Residents could
52 then check off the items they would be willing to donate those items. That way the Board could get
53 feedback to see if there is any interest. The Board discussed different options. The information will
54 be sent out in the March newsletter. Supervisor Kilpatrick will get a list of items. Residents can
55 drop off items at the clubhouse. The dates for drop-off will be March 15-19 from 9:00 a.m. - 6:00
56 p.m. and Saturday, March 20 from 10:00 a.m. to 2:00 p.m. The Board will look into different food
57 bank charities in the area.

58
59 **B. Discussion on Zoom Townhall to Address Community Questions**

60
61 The Board discussed using Zoom for the meetings and decided they would like to try it for a few
62 months and also wanted to set aside time at the end of the meeting for the residents attending via
63 Zoom to ask questions. The Board would like to put it in the March newsletter and start in April.

64
65 **C. Discussion on 2021 Board Initiatives**

66 **D. Discussion on Clubhouse Initiatives**

67
68 Supervisor Kilpatrick discussed recognizing previous Board members. She would like to personally
69 donate a plaque to recognize them. The Board thanked her. Mr. Davidson will provide the names of
70 former Board members as far back as he can find with the records, and Supervisor Kilpatrick will
71 go from there with Supervisor Cruz's help. Supervisor Kilpatrick asked to withdraw the motion she
72 made in the previous meeting regarding the plaque.

73
74 The Board discussed a few of the initiatives and said they will send Mr. Davidson a list. Mr.
75 Davidson will also go back and take a look at the budget.

76
77 **E. Discussion on Street Light Additions on Northwood Palms Blvd.**

78
79 Supervisor Inman asked who to talk to with the County about the street lights. Mr. Davidson said
80 Public Works or the County Commissioners.

81
82 **F. Acceptance of Financial Review of Fiscal Year Ended September 30, 2020**

83
84 The Board reviewed the audit. Supervisor Kilpatrick asked some questions about reserves.
85 Supervisor Cruz asked about putting some of the funds into an account to earn some interest. Mr.
86 Davidson will look into and get back to the Board.

87

88 **G. General Matters of the District**

89

90 Mr. Marquez asked the Board about opening the clubhouse again. The Board discussed the reopening at
91 length. The Board also went over the HOA's request to use the space for meetings. The requirements
92 would be to follow all of the requirements like masks, social distancing, sanitizing, and cleaning the
93 space. Supervisor Inman said she would like to get the clubhouse back open to residents. The Board
94 discussed. Mr. Davidson to reach out to Counsel and the CDD insurance company to get more
95 information on the liability.

96

97 Mr. Davidson and the Board discussed wages for the District employees. Mr. Davidson will look into
98 costs for Mr. Marquez to be a Meritus employee vs. an employee for the District.

99

100 Supervisor Uhlig mentioned that it can be difficult to hear the meetings on the conference call. Mr.
101 Marquez mentioned getting a microphone set.

102

103 Supervisor Inman asked about the painting of the four square. She would like to visit the topic because
104 she does not want it to be done. The Board discussed. Supervisor Cruz and Supervisor Kilpatrick stated
105 their concerns about why it had not been completed yet. Supervisor Inman made a motion to stop the
106 painting of the four square and other games; however, the motion died due to lack of a second.

107

108 Supervisor Cruz asked about the Verizon box. Supervisor Medina asked to get some more information
109 so he can call Verizon. Mr. Marquez said he will give it to him.

110

111

112 **5. CONSENT AGENDA**

113

A. Consideration of Minutes of the Regular Meeting December 14, 2020

114

115 The Board reviewed the minutes. Supervisor Inman wanted to state for the record that she was not
116 opposed to the food drive, just some of the details like acting as a food bank, and would like for that
117 to be reflected in the minutes. Supervisor Cruz mentioned that line 122 regarding the motion was
118 incorrect and needed to be removed.

119

120

MOTION TO: Approve the December 14, 2020 minutes with the
changes discussed.

121

122

MADE BY: Supervisor Kilpatrick

123

SECONDED BY: Supervisor Inman

124

DISCUSSION: None Further

125

RESULT: Called to Vote: Motion PASSED

126

5/0 – Motion passed unanimously

127

128

B. Consideration of Operations and Maintenance Expenditures November 2020

129

130 The Board reviewed the O&Ms. Supervisor Kilpatrick asked about the Verizon bill and the pool
131 invoice. Supervisor Cruz asked about the LMP invoices. Mr. Davidson will reach out to LMP about
132 the trees and grass. Supervisor Medina asked about the emails. Supervisor Cruz asked about the "no

133 soliciting” signs. Mr. Marquez answered that the sign vendor should have it this week. Supervisor
134 Kilpatrick asked about getting the faded “no parking” sign replaced.
135

136	MOTION TO:	Approve the November 2020 O&Ms.
137	MADE BY:	Supervisor Kilpatrick
138	SECONDED BY:	Supervisor Cruz
139	DISCUSSION:	None Further
140	RESULT:	Called to Vote: Motion PASSED
141		5/0 – Motion passed unanimously

142
143 Supervisor Kilpatrick asked for Mr. Marquez to get the garbage can replaced in the children’s park.
144 She also mentioned the park needs a lot of work. Supervisor Medina mentioned that LMP needs to
145 trim some of the palms. Supervisor Cruz went over some issues with the garbage company; she will
146 send photos to Mr. Davidson.
147

148 **C. Review of Financial Statements through November 30, 2020**

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150 The Board reviewed the financials.
151

152	MOTION TO:	Accept the financials through November 30, 2020.
153	MADE BY:	Supervisor Cruz
154	SECONDED BY:	Supervisor Kilpatrick
155	DISCUSSION:	None Further
156	RESULT:	Called to Vote: Motion PASSED
157		5/0 – Motion passed unanimously

158
159
160 **7. MANGAGEMENT REPORTS**

- 161 **A. Staff Action Item List**
- 162 **B. Field Manager’s Report**
 - 163 **1. Community Inspection Reports**
 - 164 **2. Sheriff’s Report**

165
166 The Board reviewed the management reports.
167

168
169 **8. SUPERVISOR REQUESTS**

170
171 There were no additional supervisor requests.
172
173

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

175
176 Residents commented about unleashed dogs, speeding through the community, having more Sheriff
177 patrols, and heating the pool. The Board discussed. There was also a resident question about the
178 sidewalks and the County. The Board answered.

179
180

181 **10. ADJOURNMENT**

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183

MOTION TO:	Adjourn.
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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NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT

Minutes of the Regular Meeting

January 11, 2021

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

192

193 *These minutes were done in summary format.

194

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

198

199 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
200 meeting held on 2/8/21.

201

202

203 Signature

204

205 Eric Davidson

206 Printed Name

207

208 Title:

209 Secretary

210 Assistant Secretary

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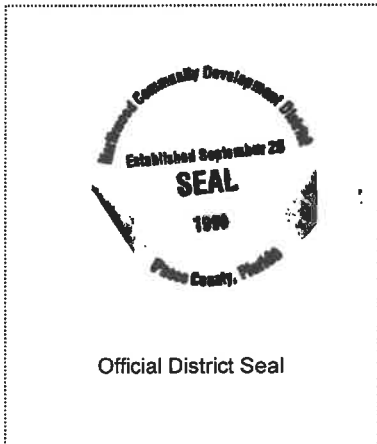
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Official District Seal

Mimi Kilpatrick
Signature

Mimi Kilpatrick
Printed Name

Title:

Chairman

Vice Chairman

Recorded by Records Administrator

[Signature]
Signature

2/17/21
Date