

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for Northwood Community Development District was held on **Monday, March 8, 2021 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.

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, March 8, 2021 at 6:30 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
Barbara Cruz	Supervisor
Jennifer Inman	Supervisor

Staff Members Present:

Eric Davidson	District Manager, Meritus	
Bryan Radcliff	District Manager, Meritus	
Vivek Babbar	District Counsel, Straley Robin Vericker	<i>via conference call</i>
Josue Marquez	Onsite Staff	

There was a representative from the landscape company present.

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

The Board wanted to move up the first two Business Items up on the agenda and then allow resident comments after they go over the history of the fencing and sidewalks with the audience.

5. BUSINESS ITEMS

A. Discussion on Basketball Court Fencing

Supervisor Kilpatrick went over the history of the basketball court changes for the audience members. About three years ago, letters were sent out to residents to come to a meeting to give their input on possible changes that were recommended by District staff. Staff recommended going to one basketball hoop to prevent non-residents from coming in to use the courts and causing noise

48 issues at the courts late at night. For over a year, the CDD tried to get feedback from residents.
49 Residents who lived near the courts wanted to remove the hoop to try to solve the issue. There was
50 one resident who voiced an opinion at a meeting that they did not the hoop to be removed. The
51 Board voted to remove one hoop to try to solve the issue.

52
53 Supervisor Cruz noted that the Board used to have to pay for deputy patrols for security at the
54 courts to remove non-residents. She said that she went to other communities in the area to look at
55 their courts, and those communities only had one basketball hoop for half a hoop. Supervisor
56 Medina also noted that one of the hoops had a damaged poll. The Board then discussed what to do
57 with the other half of the court, and they wanted to do something for the younger kids and increase
58 safety and security.

59
60 Supervisor Inman said she felt they need a comprehensive plan if they want to remove the fence,
61 because then the area for the younger kids will become impacted, as they could be hit by basketballs
62 or players. She also noted that there might be a risk for safety and security issues again if they take
63 the fence down and put back up another basketball hoop. Mr. Marquez then went over the history of
64 the community and neighboring communities. There were days with the parking lot full and 30 non-
65 residents playing basketball when they had both hoops up.

66
67 The Board directed for Mr. Marquez to get three bids for fence removal and for management to do
68 more research. They will also try to get more resident feedback.

69

70 **B. Discussion on Community Sidewalks**

71

72 *Mr. Babbar arrived at the meeting via conference call.*

73

74 Supervisor Uhlig asked Mr. Babbar for clarification about Board members posting on social media.
75 Mr. Babbar said the recommendation is for Board members not to use it because of Sunshine Laws.
76 Supervisor Uhlig asked if someone could direct residents to the official CDD or HOA page. Mr.
77 Babbar said if it was a member of the general public who is not a Board member or staff member
78 who commented with that directing information, then that would be ideal. Supervisor Uhlig asked if
79 the HOA and CDD could combine the newsletter and each pay for half. Mr. Babbar said they could
80 draft a framework of the agreement or draft a cost share. Supervisor Uhlig also asked about the
81 fence that was put up the easement. Mr. Davidson said he and Supervisor Kilpatrick have an
82 appointment with the attorney regarding the fence. After that meeting, they will fill the Board in.

83

84 Supervisor Inman asked about the basketball fence on the court and liability. Mr. Davidson went
85 over that the insurance said there should be padding at the corners and have some signage.

86

87 Supervisor Kilpatrick asked Mr. Babbar asked about the sidewalks inside the community and if they
88 are owned by the County, CDD, or homeowners. Mr. Babbar said the sidewalks were platted and
89 dedicated to the County. They were not conveyed by a deed. In every case for Pasco County, the
90 County says they are not responsible for maintenance of the sidewalks, which falls in line with the
91 Florida statutes. Maintaining the sidewalks can end up being a very expensive endeavor, and Pasco
92 County does not budget at all for subdivision sidewalk maintenance, nor do they even budget for the
93 road itself within subdivisions. Pasco County has a special assessment program where in the
94 communities that do resurfacing or repaving of the roadway, they assess the homeowners who use

95 the road. In the plat, the developer dedicated the right-of-way to the County. In the event of Pasco
96 County not accepting the dedication or decides to vacate maintaining the right-of-way, the
97 developer and its successors would reserve that interest. When the adjacent lots are conveyed to
98 homeowners, that interest goes to the homeowners. However, the County can enter into an
99 agreement with the CDD or HOA to maintain the sidewalks. To date, Mr. Babbar is not aware of
100 any agreements like this with Pasco County.

101
102 Mr. Babbar explained that in Meadow Pointe II, they tried to get the County to repair the sidewalks,
103 but the County said if they did, they would assess the homeowners. That community decided not to
104 have the County do it because Meadow Pointe II believed they could do it a better job for a lower
105 cost. Mr. Babbar also went over a slip-and-fall case against the Northwood CDD and the adjacent
106 property owner of the sidewalk. The homeowner was able to get themselves dismissed from the
107 lawsuit because they provided the court with the affidavit from an Engineer that said the sidewalk
108 was located outside of their property line, and that evidence was not contested by the plaintiffs. The
109 CDD's insurance company entered into a settlement with the plaintiff and had the case dismissed
110 from the court.

111
112 Supervisor Cruz asked about making the County aware about the sidewalk maintenance issues. Mr.
113 Babbar said in the north part of the County in a previous year, a County Commissioner helped a
114 homeowner. However, that person is no longer a Commissioner. Supervisor Inman asked if the
115 sidewalk in the case against the CDD was ever repaired; Mr. Babbar said they could not find any
116 information that it was repaired. Once someone assumes ownership by repairing the sidewalk, then
117 more than likely they would have some liability.

118
119 Mr. Davidson asked for an update on Waste Connections. Mr. Babbar talked to their attorney, and
120 they feel they made a reasonable offer. If the District comes back with another offer, they would
121 entertain it. They would like to resolve it as soon as possible.

122
123

124 **3. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

125

126 An audience member on Zoom commented that he did not see basketball goal removal and re-
127 negotiating the Waste Management comment in the meeting agendas or minutes. He wanted to
128 make sure that all of the votes and Board's directions were captured in the minutes.

129

130 Resident Brian Quigley who was a previous CDD Board member commented about the basketball
131 fence. Supervisor Kilpatrick noted she was not in favor of putting in the fence. There was only one
132 neighbor who showed up who was opposed to taking down the second basketball goal, and to his
133 memory the entire Board was for it.

134

135 Another resident asked about the sidewalk ownership and what the Pasco Sheriffs have said about
136 trespassing. Mr. Babbar said it is different when it comes to easements where it is a homeowner's
137 property, but they are restricted to what they can do. He will send that to the Board. The resident
138 said she does not think it is a closed issue and it needs to be addressed. Mr. Davidson said that the
139 County has a resolution that states if they did not build the infrastructure or roads, they are not
140 responsible for the sidewalks.

141

142 *Mr. Babbar exited the conference call.*

143

144 **C. Discussion on Landscape Inspection**

145

146 Mr. Davidson provided an update on the landscape inspection. The new representative from LMP
147 had some suggestions for enhancements. He noted that as the trees mature, especially the oak trees,
148 money needs to be invested to maintain them. During the walk-through, they also discussed ideas
149 other than flowers. One recommendation he had was elevating and thinning out the tree canopies
150 and putting plant material at the base that will work better with filtered light. LMP handed out some
151 designs to the Board for consideration and explained the benefits. There would be more costs
152 upfront, but over time they would save money. He briefly went over some proposals for the tree
153 work, root trimming, drainage, permit, and replacement for the tree on Carlisle.

154

155 LMP provided an update on the mulch at the playground. Supervisor Kilpatrick noted that the
156 playground will be more complex than it seems. The LMP representative went over why they
157 should go with regular playground mulch vs. the rubber mulch because of the trees at the
158 playground. The roots have been taken out. Supervisor Uhlig wanted to make sure that the mulch
159 gets put down next week and for Mr. Marquez to have the playground power-washed as soon as
160 possible. Supervisor Cruz expressed some concerns with LMP's performance regarding the state of
161 the playground. Supervisor Cruz also did not want to spend money on mulch now but then put in
162 new equipment in a few months and have to put in new mulch. LMP said they could move the
163 mulch rather than putting all new mulch in, but there would be a cost with that.

164

165 Mr. Marquez went over more of the complexity regarding enhancing the playground. Some parts
166 need to be taken out, and other components still have some life left in them. One of the trees needs
167 to be removed because of the root system. The cost for that removal is about \$2,500. Supervisor
168 Kilpatrick recommended having a continued meeting on landscaping and the playground and said
169 that before moving forward, the Board needs to decide about removing the tree or not.

170

171 LMP also provided an update on the timeline for the annuals. The Board discussed the annual
172 rotations and whether to go ahead and do the next annual rotation or do a different design that is
173 more of a Xeriscape design.

174

175

MOTION TO:	Stop the annual rotation.
MADE BY:	Supervisor Cruz
SECONDED BY:	Supervisor Inman
DISCUSSION:	The Board discussed and said they needed to have a more comprehensive plan in place beyond ceasing the rotation.
RESULT:	The motion died and was not called to a vote.

176

177

178

179

180

181

182 The Board continued to discuss the annuals vs. Xeriscape. Supervisor Kilpatrick said she would like
183 to move forward with putting in the annuals at all of the locations except for one, where they could
184 try the Xeriscape landscaping, and then get community feedback on the Xeriscape. Supervisor
185 Uhlig agreed. The Board discussed the costs and timeline of the different options. Supervisor Inman

186 made a motion to put Xeriscape in one location to get community feedback; however, the motion
187 died due to lack of a second.

188
189 The Board discussed putting information on social media and on the CDD website to get resident
190 feedback. Supervisor Cruz asked to halt on the rotations, and in place of the rotations, do the rocks,
191 vermilion, and the ferns in the monuments at the rec center in the flower beds. However, if time does
192 not allow to have the entire community completed by Easter, then Supervisor Cruz said the amenity
193 center and the entrances to the amenity center should be completed immediately. The Board agreed.
194 LMP asked for clarification on some details, and the Board answered.

195

196	MOTION TO:	Do not do the rotation, and do the setup on drawing #1
197		provided by LMP initially at the clubhouse signage and
198		monuments, and subsequently do all of the monuments in
199		the community.
200	MADE BY:	Supervisor Cruz
201	SECONDED BY:	Supervisor Inman
202	DISCUSSION:	The Board discussed concerns about the beds being bare
203		during Easter. Mr. Davidson suggested not taking the
204		flowers out until they are about to be changed over.
205		LMP was concerned that the current flowers are going
206		downhill. Supervisor Uhlig suggested having “flowers
207		under construction” signs where the beds will be bare.
208		The Board wanted to clarify that the front entrance and
209		center island will have flowers.
210	RESULT:	Called to Vote: Motion PASSED
211		5/0 – Motion passed unanimously

212
213 Supervisor Kilpatrick wanted to make sure the grass near the playground is going in soon as
214 possible and that the leaves are taken care of when the landscapers are in the community. She also
215 mentioned that the tree in front of the monitor needs to be relocated.

216

217 *The representative from LMP left the meeting.*

218

219 **D. Discussion on Clubhouse Improvements**

220

221 The Board discussed hiring an interior designer for the clubhouse improvements. The designer
222 would make recommendations and provide a vendor list with her discount. The Board would like to
223 see her book of work to assess the quality before deciding to approve working with the designer.

224

225 **E. Discussion on Installing a Putting Green**

226 **F. Discussion on Pool Table**

227 **G. Discussion on Pool Furniture Selections**

228

229 The Board decided to table these items for now.

230

231 **H. Ratifying Playground Mulch Installation Proposal**

232 **I. Ratifying LMP Proposals for Monument Flowers**

233

234 The Board discussed these items earlier in the meeting.

235

236 **J. General Matters of the District**

237

238 Supervisor Kilpatrick went over a request from the Events Committee to use the clubhouse and put signs
239 out for an Easter event. There are anticipating about 30-50 people and will need some tables inside and
240 out, and about 20 chairs for outdoor use. She also asked to have Mr. Marquez look at the tents and make
241 sure they are in good condition. There will be a DJ, an egg hunt, and games outside, and they will need
242 limited use of the inside of the clubhouse for photos with the Easter bunny. The Kona Ice truck will also
243 be outside, so they will need to block off space in the parking lot for parking for the truck. The event is
244 on Saturday, April 3, 2021 from 1:00 to 3:00 p.m. The Events Committee wanted to make sure there is
245 a staff member available to set up and cleanup, which would be from about noon to 4:00 p.m.

246

247 MOTION TO: Approve the HOA Easter event on April 3, 2021 and from
248 noon to 4:00 p.m. have a staff member on site to help and
249 agree to the requirements that were included in the
250 proposal and to include a Plan B in the event it rains.

251 MADE BY: Supervisor Uhlig

252 SECONDED BY: Supervisor Cruz

253 DISCUSSION: None Further

254 RESULT: Called to Vote: Motion PASSED

255 5/0 – Motion passed unanimously

256

257 Supervisor Uhlig mentioned the task list for the Supervisors. Supervisor Kilpatrick confirmed that
258 Commissioner Starkey will be attending the next meeting. Supervisor Inman confirmed she wrote the
259 article on the sidewalks for the newsletter. Supervisor Uhlig asked Mr. Marquez for updates about the
260 trash can at the playground, pressure-washing the playground equipment, the wall on Northwood Blvd,
261 the locked bathroom issue at the playground, the neighborhood watch signs as people come into the
262 community, the towing sign replacement, and the costs of the sunshade on the bench by the rose garden
263 and the bench by the playground. Mr. Davidson confirmed he is waiting on FDOT regarding the light.
264 Supervisor Kilpatrick asked about the waste collections increase and the Grau payments; Mr. Davidson
265 answered.

266

267 The Board decided to table the rest of the items and continue the meeting to March 24, 2021 at 6:00 p.m.
268 at the Northwood Clubhouse.

269

270 An audience member asked for more information about the resolution about the sidewalks. Mr. Davidson
271 directed the resident how to find the resolution online.

272
273

274 **6. CONSENT AGENDA**

- 275 **A. Consideration of Minutes of the Regular Meeting February 8, 2021**
- 276 **B. Consideration of Operations and Maintenance Expenditures January 2021**
- 277 **C. Review of Financial Statements through January 31, 2021**

278 **7. MANGAGEMENT REPORTS**

- 279 **A. Staff Action Item List**
- 280 **B. Field Manager's Report**
 - 281 **1. Community Inspection Reports**
 - 282 **2. Sheriff's Report**

283 **8. SUPERVISOR REQUESTS**

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

285 **10. ADJOURNMENT/CONTINUATION**

286

287	MOTION TO:	Continue the meeting to March 24, 2021 at 6:00 p.m. at
288		the Northwood clubhouse.
289	MADE BY:	Supervisor Cruz
290	SECONDED BY:	Supervisor Uhlig
291	DISCUSSION:	None Further
292	RESULT:	Called to Vote: Motion PASSED
293		5/0 – Motion passed unanimously

294
295

NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT

Minutes of the Regular Meeting

March 8, 2021

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

297

298 *These minutes were done in summary format.

299

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

303

304 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
305 meeting held on 4/12/21.

306

307

308 Signature



309 Printed Name

Eric Dawson

310

311

312 Title:

- 313 Secretary
- 314 Assistant Secretary

315

316

317

318

319

320

321

322

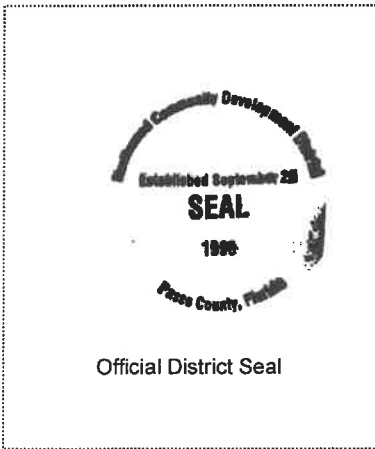
323

324

325

326

327





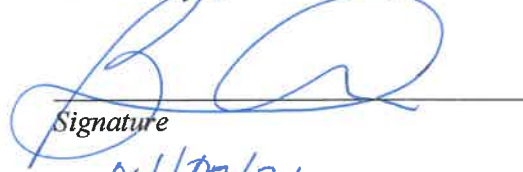
Mimi Kilpatrick

Printed Name

Title:

- Chairman
- Vice Chairman

Recorded by Records Administrator



Signature

04/12/21

Date