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2 **Minutes of the Public Hearing and Regular Meeting**
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4 The Public Hearing and Regular Meetings of the Board of Supervisors for Northwood Community
5 Development District was held on **Monday, August 22, 2022, at 6:30 p.m.** at the Northwood
6 Clubhouse located at 27248 Big Sur Dr., Wesley Chapel, Florida, 33544 and via Zoom at
7 <https://zoom.us/j/94237096324> with meeting ID 942 3709 6324.
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10 **1. PLEDGE OF ALLEGIANCE**

11 The Pledge of Allegiance was recited.
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15 **2. CALL TO ORDER**

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17 Gene Roberts called the Public Hearing and Regular Meetings of the Board of Supervisors of the
18 Northwood Community Development District to order on **Monday, August 22, 2022, at 6:30 p.m.**
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20 **Board Members Present and Constituting a Quorum at the onset of the meeting:**

21 Mimi Kilpatrick Chair
22 Angel Medina Vice-Chair
23 Karen Uhlig Supervisor
24 Barbara Cruz Supervisor
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26 **Staff Members Present:**

27 Gene Roberts District Manager, Inframark
28 Jen Lavelle Facility Manager
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30 There was ten (10) resident audience members present.
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32 **3. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS**
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34 There are no audience questions or comments on agenda items.
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36 **3. RECESS TO PUBLIC HEARING**
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38 Mr. Roberts directed the Board to recess to Public Hearing.
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40 **4. PUBLIC HEARING ON ADOPTING FISCAL YEAR 2023 BUDGET**
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42 **A. Open the Public Hearing on Adopting Fiscal Year 2023 Budget**
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MOTION TO:	Open the Public Hearing.
MADE BY:	Supervisor Uhlig
SECONDED BY:	Supervisor Cruz
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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B. Staff Presentation

55 Mr. Roberts went over the proposed Budget stating in 2023 it would be increasing to \$696,272 up from
56 \$633,750 from fiscal year 2022.

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58 The Board discussed the main reason for the increase was due to an increase for service from Waste
59 Connections and an increase to the Undesignated Reserves as recommended by the recent Reserve Study.

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C. Public Comment

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63 There were no public comments.

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D. Consideration of Resolution 2022-02; Adopting Fiscal Year 2023 Budget

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67 The Board reviewed and discussed the resolution.

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MOTION TO:	Approve Resolution 2022-02.
MADE BY:	Supervisor Kilpatrick
SECONDED BY:	Supervisor Uhlig
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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E. Close the Public Hearing on Adopting Fiscal Year 2023 Budget

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MOTION TO:	Close the Public Hearing.
MADE BY:	Supervisor Uhlig
SECONDED BY:	Supervisor Cruz
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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85 **5. PUBLIC HEARING ON LEVYING O&M ASSESSMENTS**

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A. Open the Public Hearing on Levying O&M Assessments

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MOTION TO:	Open the Public Hearing.
MADE BY:	Supervisor Uhlig
SECONDED BY:	Supervisor Cruz
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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B. Staff Presentation

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98 Mr. Roberts stated that the 2023 assessments would be increasing \$100 annually from fiscal year 2022.

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100 **C. Public Comment**

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102 There were no public comments.

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104 **D. Consideration of Resolution 2022-03; Levying O&M Assessments**

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106 The Board reviewed and discussed the resolution.

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MOTION TO:	Approve Resolution 2022-03.
MADE BY:	Supervisor Uhlig
SECONDED BY:	Supervisor Cruz
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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115 **E. Close the Public Hearing on Levying O&M Assessments**

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MOTION TO:	Close the Public Hearing.
MADE BY:	Supervisor Uhlig
SECONDED BY:	Supervisor Cruz
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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124 **6. RETURN AND PROCEED TO THE REGULAR MEETING**

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126 Mr. Roberts directed the Board to proceed to the regular meeting.

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128 **7. VENDOR AND STAFF REPORTS**

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A. District Counsel

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131 There are no reports on behalf of the District Counsel.

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B. District Engineer

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134 Mr. Roberts told the Board that the curb repairs have been completed along Northwood Palms Blvd.
135 where the sidewalks had been holding water.

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C. District Manager

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i. Onsite Managers Report

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ii. OLM Inspection Report

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141 Ms. Lavelle went over her report. Mr. Kilpatrick stated Solitude is still not providing the Board
142 monthly service reports. Ms. Lavelle will contact them.

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144 **8. BUSINESS ITEMS**

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A. Consideration of Resolution 2022-04; Setting Fiscal Year 2023 Meeting Schedule

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147 Mr. Roberts noted that the February meeting date is incorrect, it should be on the 13th.

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MOTION TO:	Approve Resolution 2022-04 with corrections.
MADE BY:	Supervisor Uhlig
SECONDED BY:	Supervisor Cruz
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	4/0 – Motion Passed: Unanimously

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B. Discussion on LMP Landscape Services Proposal

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160 Ms. Uhlig stated she would like colorful shrubs added instead of the annuals for cost savings. The

161 landscape committee will address with LMP.

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C. Discussion on Costena Services Proposal

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165 The Board asked that staff get additional proposals from different electricians.

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D. General Matters of the District

i. Staff Hiring

Ms. Uhlig said she would like the staff hiring process changed. She said the Facility Manager and District Manager should interview prospective employees, give their recommendations to a designated Board member to review to give the final recommendation to the board for vote.

MOTION TO:	Change hiring process.
MADE BY:	Supervisor Uhlig
SECONDED BY:	Supervisor Cruz
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	4/0 – Motion Passed: Unanimously

ii. Street Signs Cleaning

Mr. Roberts said staff has received a proposal and authorized the work to be completed.

9. CONSENT AGENDA

A. Consideration of Minutes of the Regular Meeting July 11, 2022

It was noted that in several areas Supervisor Kilpatrick and Supervisor Uhlig were referred as Mr. Ms. Uhlig asked Mr. Medina the status of the license plate cameras, he said he is working on obtaining additional proposals.

MOTION TO:	Approve Regular Meeting Minutes on July 11, 2022, with corrections.
MADE BY:	Supervisor Kilpatrick
SECONDED BY:	Supervisor Uhlig
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 June 2022

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MOTION TO:	Approve the Operations and Maintenance Expenditures for June 2022
MADE BY:	Supervisor Kilpatrick
SECONDED BY:	Supervisor Uhlig
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion Passed: Unanimously

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C. Consideration of Operations and Maintenance Expenditures July 2022

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MOTION TO:	Approve Operations and Maintenance Expenditures for July 2022.
MADE BY:	Supervisor Cruz
SECONDED BY:	Supervisor Medina
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion Passed: Unanimously

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D. Review of Financial Statements Month Ending July 31, 2022

The Board reviewed the financial statements and had no questions.

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10. SUPERVISOR REQUESTS

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Supervisor Cruz said she meet with a contractor to review the damaged monument at Countyline Road and has a proposal to remove the broken caps and bollards.

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MOTION TO:	Approve the proposal from Decoplad-Intergal
MADE BY:	Supervisor Uhlig
SECONDED BY:	Supervisor Cruz
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 3/1 – Motion Passed: Supervisor Kilpatrick opposed.

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Ms. Uhlig said all contracts should be signed by District Manager or a Board member only at a Board meeting.

249 Ms. Uhlig said she has been working with Decorating Elves on the holiday lighting and there would
250 be a slight increase this year.
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MOTION TO:	Approve Supervisor Uhlig to negotiate and lock in a date.
MADE BY:	Supervisor Cruz
SECONDED BY:	Supervisor Kilpatrick
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion Passed: Unanimously

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259 **11. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

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261 A resident asked for clarification on the holiday lights.

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263 A resident commented on speed control and the timing of the stop light at Countyline Rd. and asked
264 about speed tables.
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267 A resident stated that plant material that will be removed at the entrance monument should be
268 planted around the ponds.

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270 **12. ADJOURNMENT**

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MOTION TO:	Adjourn.
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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NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT

Minutes of the Public Hearing and Regular Meeting

August 22, 2022

- 292
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- 294 *Please note the entire meeting is available on disc.
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- 296 *These minutes were done in summary format.
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- 298 *Each person who decides to appeal any decision made by the Board with respect to any matter considered at
- 299 the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made,
- 300 including the testimony and evidence upon which such appeal is to be based.

301 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed

302 meeting held on 9/12/22

304 Mimi Kilpatrick

305 Signature

307 Mimi Kilpatrick

308 Printed Name

309 Gene Kubat

310 Title:

311 Secretary

312 Assistant Secretary

304 Mimi Kilpatrick

305 Signature

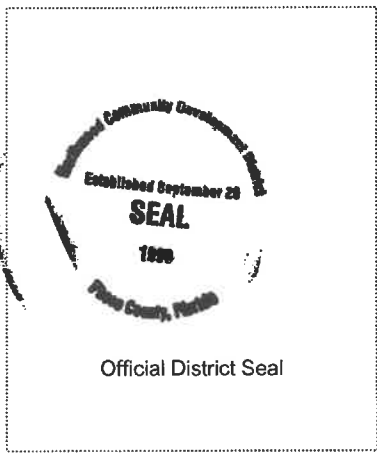
307 Mimi Kilpatrick

308 Printed Name

309 Title:

310 Chairman

311 Vice Chairman



Recorded by Records Administrator

[Signature]

Signature

9/13/22

Date