

MINUTES OF THE REGULAR MEETING

The Regular Meetings of the Board of Supervisors for Northwood Community Development District was held on **Monday, November 14, 2022, 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

The Pledge of Allegiance was recited.

2. CALL TO ORDER

Gene Roberts called the Regular Meetings of the Board of Supervisors of the Northwood Community Development District to order on **Monday, November 14, 2022, 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
Barbara Cruz	Supervisor
Jennifer Inman	Supervisor

Staff Members Present:

Gene Roberts	District Manager, Inframark
Jen Lavelle	Facility Manager
Mike Chapman	LMP Representatives

There were approximately six (6) resident audience members present.

3. VENDOR AND STAFF REPORTS

- A. District Counsel**
- B. District Engineer**

There were no reports on behalf of the District Counsel and engineer currently.

- C. District Manager**
 - i. On-Site Managers' Report**
 - ii. OLM Landscape Inspection Report**

47 **4. BUSINESS ITEMS**

48

49

A. Consideration of Resolution 2023-01; Adopting Amended Budget FY 2022

50

51

The Board reviewed the resolution and Supervisor Inman asked if the Board could get a break down of clubhouses expenses.

52

53

54

MOTION TO:	Approve Resolution 2023-01.
MADE BY:	Supervisor Kilpatrick
SECONDED BY:	Supervisor Inman
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	4/0 – Motion Passed: Unanimously

55

56

57

58

59

60

61

B. Discussion on LMP Landscaping Proposal

62

63

The Board reviewed and discussed the LMP proposal. LMP representatives updated the Board on the landscape conditions and will start the dead tree removal 11/15/2022.

64

65

66

MOTION TO:	Approve proposal number 79360 for \$4,700.
MADE BY:	Supervisor Cruz
SECONDED BY:	Supervisor Medina
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	4/0 – Motion Passed: Unanimously

67

68

69

70

71

72

73

MOTION TO:	Approve proposal for sod for \$613.40.
MADE BY:	Supervisor Cruz
SECONDED BY:	Supervisor Inman
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	4/0 – Motion Passed: Unanimously

74

75

76

77

78

79

80

Mr. Roberts stated that LMP failed the recent OLM inspection and would the Board like to withhold the performance payment. The Board tabled the decision until next month to see if conditions approve.

81

82

83

84

85

86

87 **C. Discussion on License Plate Cameras**

88
89 Supervisor Medina discussed the two proposals and recommended using Flock.
90

91	MOTION TO:	Approve to move \$5,000 from the Budget line-item Wall
92		and Repairs to the Security line item and approve the
93		Flock proposal.
94	MADE BY:	Supervisor Medina
95	SECONDED BY:	Supervisor Cruz
96	DISCUSSION:	None Further
97	RESULT:	Called to Vote: Motion PASSED
98		4/0 – Motion Passed: Unanimously

99
100 **5. CONSENT AGENDA**

101 **A. Consideration of Minutes of the Regular Meeting September 12, 2022**

102
103 Supervisor Medina stated line 108 should state staff can move the furniture. The streetlight across
104 from the amenity is staying on all day.
105

106	MOTION TO:	Approve Regular Meeting Minutes for September 12,
107		2022.
108	MADE BY:	Supervisor Cruz
109	SECONDED BY:	Supervisor Medina
110	DISCUSSION:	None Further
111	RESULT:	Called to Vote: Motion PASSED
112		4/0 – Motion Passed: Unanimously

113
114 **B. Consideration of Operations and Maintenance Expenditures September 2022**

115
116 Supervisor Cruz asked that the supervisor attendance sheets be removed from the meeting books to
117 save on printing cost. She will assist Ms. Lavell to work with TECO on changing street light bulbs to
118 LED.
119

120	MOTION TO:	Approve Operations and Maintenance Expenditures for
121		September 2022.
122	MADE BY:	Supervisor Inman
123	SECONDED BY:	Supervisor Cruz
124	DISCUSSION:	None Further
125	RESULT:	Called to Vote: Motion PASSED
126		4/0 – Motion Passed: Unanimously

127 **C. Review of Financial Statements Month Ending September 30, 2022**

128
129
130
131
132
133
134
135
136
137
138
139
140
141
142
143
144
145
146
147
148
149
150
151
152
153
154
155
156
157
158
159
160
161
162
163
164
165
166
167
168
169
170
171

The Board reviewed the financial statement and had no questions.

Infrastructure Committee Update

Supervisor Inman updated the Board on the pool resurfacing status and showed them samples of the tile. The Board decided on the first sample which was blue. Supervisor Cruz asked if flecks can be added to the mortar paint. The pool repair is schedule to begin Jan 10.

6. SUPERVISOR REQUESTS

Supervisor Cruz asked if staff could start getting literature and proposals for new playground equipment for the 2024 Budget.

Supervisor Kilpatrick said she would like to add outdoor exercise stations along with a walking path.

7. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

Ms. Maldonado asked how much funds are available in the budget. She also stated the lights on the basketball courts are staying on late.

A resident asked about the location of the license plate cameras.

8. ADJOURNMENT

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

NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT

Minutes of the Regular Meeting

November 14, 2022

172
173
174
175
176
177
178
179
180
181
182
183
184
185
186
187
188
189
190
191
192
193
194
195
196
197
198
199
200
201
202
203
204
205
206
207

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

**These minutes were done in summary format.*

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

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on 11/17/2023.

Mina Kelpatriak
Signature

Mina Kelpatriak
Signature

Mina Kelpatriak
Printed Name

Mina Kelpatriak
Printed Name

John Roberts
Title:

Title:
 Chairman
 Vice Chairman

Secretary
 Assistant Secretary

Recorded by Records Administrator

[Signature]
Signature

11/19/2023
Date

