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Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for Northwood Community Development District was held on **Monday, May 10, 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

The Pledge of Allegiance was recited.

2. CALL TO ORDER

Bryan Radcliff called the Regular Meeting of the Board of Supervisors of the Northwood Community Development District to order on **Monday, May 10, 2021 at 6:30 p.m.**

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

Mimi Kilpatrick	Chair	<i>arrived at approximately 6:45 p.m.</i>
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	Clubhouse Manager	
Tyree Brown	LMP, Landscape Maintenance Representative	
Erwing Martinez	LMP, Landscape Maintenance Representative	
Paul Woods	OLM, Landscape Evaluation Services	<i>via conference call</i>

There were some resident audience members present.

3. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

There were no audience questions or comments on agenda items.

46 **4. BUSINESS ITEMS**

47 **A. Discussion on Landscaping with LMP & OLM**

48 **i. Community Inspection Reports – OLM**

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50 Tyree Brown and Erwing Martinez from LMP provided a landscape update to the Board and
51 answered their questions about the landscaping. The Board discussed the landscaping at length with
52 Mr. Brown and Mr. Martinez. LMP confirmed they will have the entrance way redone by May 24,
53 2021. They will also provide proposals by May 24, 2021 for permitting, removal, and replacement
54 of declining pine trees in the District, and for fill-in plant material along the main boulevard.

55

56 Paul Woods from OLM spoke to the Board about their services and history of the inspections in the
57 District. Mr. Woods said they will provide a scope of service for the pruning of all of the large oaks
58 with in the District.

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60 **B. Discussion on Fence Top Rail Padding**

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62 The Board discussed the fence top rail padding.

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MOTION TO: Approve the purchase of the fence top rail padding at a
cost of \$96.05.

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MADE BY: Supervisor Uhlig

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SECONDED BY: Supervisor Inman

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DISCUSSION: None Further

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RESULT: Called to Vote: Motion PASSED

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5/0 – Motion passed unanimously

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C. Discussion on Outdoor Speakers Proposal

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75 The Board discussed the proposal for the outdoor speakers. Supervisor Uhlig made a motion to
76 approve the outdoor speakers for \$1,649.75. After discussion, Supervisor Uhlig rescinded the
77 motion. Supervisor Kilpatrick also made a motion to approve the outdoor speakers for \$1,649.75.
78 The motion failed due to a lack of second.

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D. Discussion on Fitness Equipment Proposal

The Board decided to table the discussion of the fitness equipment stations to the August meeting.

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E. Discussion on Fiberglass Umbrella Proposals

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The Board discussed the proposal for the purchase of outdoor umbrella.

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MOTION TO:	Approve the proposal for the wavy rounded octagon fiberglass and purchase three umbrellas.
MADE BY:	Supervisor Cruz
SECONDED BY:	Supervisor Medina
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion FAILED 2/3 – Supervisor Inman, Supervisor Kilpatrick, and Supervisor Uhlig opposed.

The Board continued to discuss the umbrellas. The selected model was the 364-1011 canvas umbrellas with bases.

MOTION TO:	Approve the purchase of 6 umbrellas with a blue top and fiberglass pole, model 364-1011, plus bases.
MADE BY:	Supervisor Kilpatrick
SECONDED BY:	Supervisor Inman
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion passed unanimously

F. Discussion on Wind Privacy Screen Proposal

The Board discussed the wind privacy screen and decided not to move forward with the proposal.

G. Discussion on Playground Equipment Proposal

The Board tabled the proposal for the playground equipment until the August meeting.

H. Discussion on Pedestal Table Proposal

The Board discussed the pedestal tables at the pool and decided not to move forward with the proposal.

I. Discussion on Dead Tree Removal Proposals

The Board discussed removing the dead trees on Northwood Blvd. and near the Carlisle monument. They wanted clarification on the stump grinding fees.

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MOTION TO:	Approve the dead palm tree on Northwood Blvd. and remove the two trees near the Carlisle monument pending clarification about the stump grinding.
MADE BY:	Supervisor Uhlig
SECONDED BY:	Supervisor Inman
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion passed unanimously

J. Consideration of Resolution 2021-02; Approving FY 2022 Proposed Budget & Setting Public Hearing

Mr. Radcliff went over the budget for FY 2022 with the Board. There is not an assessment increase with this budget. The public hearing will be set for July 12, 2021.

MOTION TO:	Approve Resolution 2021-02.
MADE BY:	Supervisor Inman
SECONDED BY:	Supervisor Kilpatrick
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion passed unanimously

K. Announcement of Annual Notice of Qualified Electors

Mr. Radcliff announced that as of April 15, 2021, Northwood CDD had 1,418 qualified electors.

L. General Matters of the District

Mr. Marquez went that he has accepted another employment position and will be resigning as the Clubhouse Manager for the District. The Board accepted Mr. Marquez’s resignation and directed District Management to place an advertisement for a replacement immediately. Mr. Marquez said he will stay on in a limited capacity in order to train the new hire for a period of time.

5. CONSENT AGENDA

- A. Consideration of Minutes of the Regular Meeting April 12, 2021**
- B. Consideration of Operations and Maintenance Expenditures March 2021**
- C. Review of Financial Statements through March 31, 2021**

The Board reviewed the Consent Agenda items. Supervisor Uhlig asked about following up with Commissioner Starkey. District Management sent an email but has not heard back yet.

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MOTION TO:	Approve the Consent Agenda items A-C.
MADE BY:	Supervisor Inman
SECONDED BY:	Supervisor Medina
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion passed unanimously

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5. VENDOR/STAFF REPORTS

A. District Counsel

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Mr. Babbar provided an update on Waste Connections. The Board discussed how to proceed.

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MOTION TO:	Counter offer with \$18K with the ability to go as low as \$16,500, but if they stay at \$15K, Mr. Babbar will report back to the Board at the next meeting.
MADE BY:	Supervisor Inman
SECONDED BY:	Supervisor Uhlig
DISCUSSION:	The Board continued to discuss making a counter offer. Supervisor Kilpatrick asked Mr. Babbar if he would recommend this course of action, and he said yes.
RESULT:	Called to Vote: Motion PASSED 3/2 – Supervisor Cruz and Supervisor Medina opposed.

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B. District Engineer

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The Board requested for Ms. Stewart to provide an update on issues brought up during our discussion with the County Commissioner at the April meeting.

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6. MANGAGEMENT REPORTS

A. Staff Action Item List

B. Field Manager’s Report

1. Community Inspection Reports

2. Sheriff’s Report

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The Board reviewed the management reports. Supervisor Uhlig asked about some items in the report, and Mr. Radcliff answered. Supervisor Kilpatrick asked the officer present about street parking and car break-ins. The officer answered.

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210 **7. SUPERVISOR REQUESTS**

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212 Supervisor Kilpatrick asked about the mulch.

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214 Supervisor Inman would like to schedule a sidewalk workshop based on the information from
215 Commissioner Starkey.

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217 Supervisor Uhlig asked for an update about the interior designer. Supervisor Kilpatrick answered
218 that the designer was not willing to negotiate on her fees. Supervisor Uhlig also asked making a
219 decision on the Amazon boxes. The Board decided to table a decision. Supervisor Uhlig mentioned
220 the fans, the quote for the boulevard wall, signs at the courts, pickleball, the Fire Stick, the action
221 item list in the CDD book, the bathroom locking system at the playground, the tree removal, the dog
222 signs, Ms. Stewart inspecting the sidewalk on Northwood Blvd., doing more workshops, and
223 following up on Coffee and Cops.

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225 Supervisor Cruz asked about doing updated key cards for the pool.

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228 **8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

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230 A resident discussed current litigation between him and the CDD regarding an easement adjacent to
231 his property. Another resident also commented on the easement.

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233 The Board requested follow up for the next meeting.

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236 **9. ADJOURNMENT**

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MOTION TO: Adjourn at 9:53 p.m.

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MADE BY: Supervisor Inman

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SECONDED BY: Supervisor Uhlig

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DISCUSSION: None Further

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RESULT: Called to Vote: Motion PASSED

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5/0 – Motion passed unanimously

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NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT

Minutes of the Regular Meeting

May 10, 2021

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

247

248 *These minutes were done in summary format.

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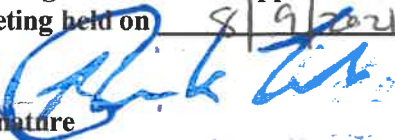
250 *Each person who decides to appeal any decision made by the Board with respect to any matter considered at
251 the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made,
252 including the testimony and evidence upon which such appeal is to be based.

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254 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
255 meeting held on 8/9/2021.

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Signature 

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Printed Name Brian Lamb

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Title:

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- Secretary
- Assistant Secretary

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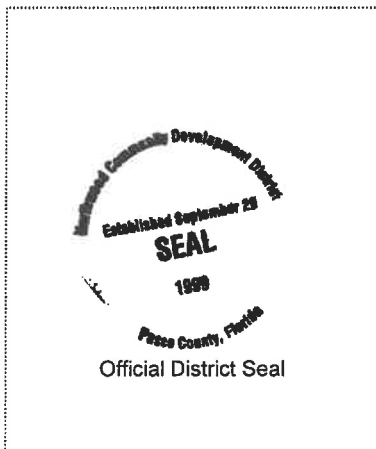
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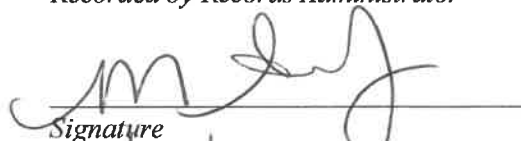
Printed Name Mimi Kelpatrick

Printed Name

Title:

- Chairman
- Vice Chairman

Recorded by Records Administrator

Signature 

Signature

Date 8/11/2021

Date