

MINUTES OF THE REGULAR MEETING

The Regular Meetings of the Board of Supervisors for Northwood Community Development District was held on **Monday, March 13, 2023, 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

Mimi Kilpatrick called the Regular Meetings of the Board of Supervisors of the Northwood Community Development District to order on **Monday, March 13, 2023, at 6:30 p.m.**

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

Mimi Kilpatrick	Chair
Brian Munari	Supervisor
Barbara Cruz	Supervisor

Staff Members Present:

Gene Roberts	District Manager, Inframark
Jen Lavelle	Facility Manager
Bill Concard	LMP

There were two (2) resident audience members present and two representatives from LMP.

3. VENDOR AND STAFF REPORTS

A. District Counsel

B. District Engineer

C. District Manager

i. Community Inspection Reports

Bill Concard and Barbara Cruz updated the Board on the landscape committee and the annuals will be installed this week.

There were no reports on behalf of the District Counsel, Engineer, Manager and On-site Manager currently.

The Board reviewed and approved to move \$1,500 from Budget Misc. item to the Budget Special Events line items to cover the short fall.

46
47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81
82
83
84
85
86
87
88
89

MOTION TO:	Approve the to move \$1,500 from Budget Misc. item to the Budget Special Events line items to cover the short fall.
MADE BY:	Supervisor Munari
SECONDED BY:	Supervisor Kilpatrick
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 3/0 – Motion Passed Unanimously

- D. On-Site Manager**
 - i. Manager Report**
 - ii. Employee Tasks Sheet**
 - ii. Community Easter Event**
 - iii. Clubhouse Calendar**

Jen Lavelle went over the event calendar for the month for March and April as well as the employee task sheet with the Board.

The Easter event was discussed. Supervisor Cruz and Jen Lavelle to negotiate a proposal with Paper Majix, the DJ and the cost of the food with Winn-Dixie compared to Chick-Fil-A.

The expenses will be split with the HOA.

E. New Committee Asset Management

The Board discussed the adding new committee. The Board will ask Supervisor Quigley if he would oversee it.

4. BUSINESS ITEMS

A. Discussion on Pool Monitor

Supervisor Kilpatrick asked the Board to consider by April’s meeting if a pool monitor should be hired for the summer.

B. Discussion on Pickle Ball Stripping

The Board asked Jen Lavelle to discuss with tennis instructor to see if adding additional lines to the court would affect play. She will also monitor how much the court is being used for pickle ball.

C. Discussion on Clubhouse HVAC Replacement

D. Discussion on Parking Lot Resurfacing

Supervisor Munari stated in the Reserve Study it was recommended that C & D be completed this year. He stated there is money in the account to cover it and the District should not keep delaying needed upgrades.

E. Discussion on Tree Replacement Proposal

The Board reviewed and discussed the Tree Replacement Proposal.

MOTION TO:	Approve the Tree Replacement Proposal #78200
MADE BY:	Supervisor Cruz
SECONDED BY:	Supervisor Kilpatrick
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 3/0 – Motion Passed Unanimously

The Board tabled proposal #79511.

LMP will provide a proposal to add two Birds of Paradise at the Northwood sign.

F. Discussion on Pool Maintenance Proposal

The Board reviewed and discussed the pool maintenance proposal.

MOTION TO:	Approve the GPS pool filter replacement.
MADE BY:	Supervisor Cruz
SECONDED BY:	Supervisor Munari
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 3/0 – Motion Passed Unanimously

The Board discussed hiring GPS to maintain the pool. The Board asked Jen Lavelle to negotiate with them on the cost. If GPS will split the difference between their proposal and the current vendor, the Board will hire GPS.

G. General Matters of the District

Supervisor Kilpatrick wanted it on record that she was walking past Supervisor Munari residence and he was standing on the porch glaring at her in a threatening manner that made her feel uncomfortable. Supervisor Munari response was outside thinking of a personal matter and there was no intent on his part to make Supervisor Kilpatrick uncomfortable.

5. CONSENT AGENDA

A. Consideration of Minutes of the Regular Meeting February 13, 2023

The Board reviewed and discussed the minutes of the Regular Meeting February 13, 2023.

133
134
135
136
137
138
139

MOTION TO: Approve the Minutes for the Regular Meeting on February 13, 2023.
MADE BY: Supervisor Kilpatrick
SECONDED BY: Supervisor Cruz
DISCUSSION: None Further
RESULT: Called to Vote: Motion PASSED
3/0 – Motion Passed Unanimously

140
141
142

B. Consideration of Operations and Maintenance Expenditures January 2023

143
144
145
146
147

The Board questioned the Waste Connection Invoice of \$22,000 and were they overpaid. The Board would like a line item added to the Q&Ms showing where each invoice is coded. Supervisor Munari asked if the meeting book can list the O&Ms followed by invoices, the bank statements then the receipts for the bank statements. The increase of the TECO invoices was discussed.

148
149
150

Jen Lavelle was asked to check on the basketball court lights and secure the light timer so residents can't change it.

151
152
153

From recent collapse of the SV Bank, the Board asked if the District should be diversifying the cash account with multiple banks to be covered by the FDIC insurance.

154
155
156
157
158
159

MOTION TO: Approve the O&Ms for January 2023.
MADE BY: Supervisor Kilpatrick
SECONDED BY: Supervisor Cruz
DISCUSSION: None Further
RESULT: Called to Vote: Motion PASSED
3/0 – Motion Passed Unanimously

160
161
162

C. Review of Financial Statements Month Ending January 31, 2023

163
164
165

The Board reviewed the Financial Statements Month Ending January 31, 2023, and had no questions.

6. SUPERVISOR REQUESTS AND COMMENTS

166
167
168
169

There were no supervisor requests or comments currently.

7. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

170
171
172
173

The resident questioned regarding the warranty for the pool filters.

174 The resident questioned if all committees are providing a monthly report to the Board.

175 The residents suggested the Board acquire additional insurance from Lloyds of London to protect
176 against bank defaults.

177

178 **8. ADJOURNMENT**

179

180

MOTION TO:	Adjourn.
MADE BY:	Supervisor Kilpatrick
SECONDED BY:	Supervisor Cruz
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 3/0 – Motion Passed: Unanimously

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

207

208 **These minutes were done in summary format.*

209

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

213

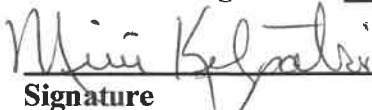
214 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly**
215 **noticed meeting held on 4/10/2023.**

216

217

218

219


Signature


Signature



NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT

Minutes of the Regular Meeting

March 13, 2023

220
221
222
223
224
225
226
227
228
229
230
231
232
233
234
235
236
237
238
239

Printed Name

Title:

Secretary

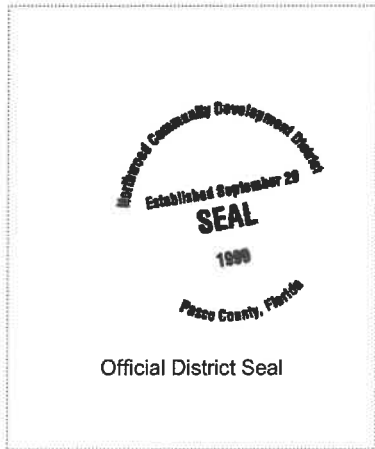
Assistant Secretary

Printed Name

Title:

Chairman

Vice Chairman



Recorded by Records Administrator

[Handwritten Signature]

Signature

4/14/2023

Date