

**NORTHWOOD  
COMMUNITY DEVELOPMENT DISTRICT  
REGULAR MEETING  
OCTOBER 11, 2021**

**NORTHWOOD  
COMMUNITY DEVELOPMENT DISTRICT AGENDA  
OCTOBER 11, 2021 at 6:30 p.m.**

**Northwood Clubhouse located at 27248 Big Sur Drive Wesley Chapel, FL 33544 &  
Zoom : <https://zoom.us/j/94237096324> Meeting ID: 942 3709 6324**

<b>District Board of Supervisors</b>	Chair Vice-Chair Supervisor Supervisor Supervisor	Mimieaux Kilpatrick Angel Medina Karen Uhlig Barbara Cruz Jennifer Inman
<b>District Manager</b>	Meritus	Gene Roberts
<b>Property Manager</b>	Northwood On-Site Manager	
<b>District Attorney</b>	Straley & Robin, P.A.	Vivek Babbar
<b>District Engineer</b>	Stantec, Inc.	Tonja Stewart

*All cellular phones and pagers must be turned off while in the meeting room.*

The meeting will begin at **6:30 p.m.** with the third section is called **Vendor/Staff Reports**. This section allows the Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The fourth section is called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. If any member of the audience would like to speak on one of the business items, they will need to register with the District Administrator prior to the presentation of that agenda item. The fifth section is called **Consent Agenda**. The Consent Agenda section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The sixth section is called **Management Report**. This section allows the District Manager to update the Board of Supervisors on any pending issues that are being researched for Board action.

The final sections are called **Supervisor Requests and Audience Comments**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to **three (3) minutes** for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. **IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT ADMINSTRATOR OUTSIDE THE CONTEXT OF THIS MEETING.**

Agendas can be reviewed by contacting the Manager's office at (813) 873-7300 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically, no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 873-7300, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1, who can aid you in contacting the District Office.

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

Northwood CDD  
Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Northwood Community Development District will be held on **Monday, October 11, 2021 at 6:30 p.m. at the Northwood Clubhouse located at 27248 Big Sur Drive, Wesley Chapel, FL 33544 and via Zoom at <https://zoom.us/j/94237096324> ; Meeting ID: 942 3709 6324.** Please let us know 24 hours before the meeting if you wish to call in for the meeting. Following is the agenda for the meeting:

**Call In Number: 1-866-906-9330**

**Access Code: 4863181#**

- 1. PLEDGE OF ALLEGIANCE**
- 2. CALL TO ORDER**
- 3. BUSINESS ITEMS**
  - A. Discussion on Clubhouse Staffing
  - B. Discussion on HR Policy & Procedures
  - C. General Matters of the District
- 4. CONSENT AGENDA**
  - A. Consideration of Minutes of the Regular Meeting September 13, 2021 ..... Tab 01
  - B. Consideration of Operations and Maintenance Expenditures August 2021 ..... Tab 02
  - C. Review of Financial Statements Month Ending August 31, 2021 ..... Tab 03
- 5. VENDOR AND STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
- 6. MANAGEMENT REPORT**
  - A. Field Manager's Reports..... Tab 04
- 7. SUPERVISOR REQUESTS AND COMMENTS**
- 8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**
- 9. ADJOURNMENT**

Sincerely,

Gene Roberts  
District Manager