

NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT

October 2, 2007 Minutes of Meeting

Minutes of the Meeting

The Regular Meeting of the Board of Supervisors for Northwood Community Development District was held on Tuesday, October 2, 2007 at 7:00 p.m. at the Publix Conference Room located at 1920 County Road 581, Wesley Chapel, Florida 33543.

1. CALL TO ORDER

Mr. Altman called the meeting of the Northwood Community Development District to order at approximately 7:00 p.m.

Board Members Present and Constituting a Quorum:

Linda Stachewicz	Vice Chairman
Barbara Cruz	Supervisor
David Wenck	Supervisor
Eric DaGama	Supervisor (<i>joined meeting in progress</i>)

Board Members Present via Speakerphone:

Charlie Meeks	Chairman
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Staff Members Present:

Peter Altman	District Manager, District Management Services, LLC
Allison Martin	Operations Manager, District Management Services, LLC
Brian Lamb	District Management Services, LLC
Caroline Daniels	District Management Services, LLC

Audience Present:

Mike Dougherty	Security- CIS
Bill Parsons	Pasco Alliance of Community Associations
Various Residents	

2. BUSINESS ADMINISTRATION

- A. Consideration of the Minutes of the Board of Supervisors Meetings held on August 7, 2007
- B. Consideration of the Minutes of the Board of Supervisors Meetings held on August 27, 2007
- C. Consideration of the Minutes of the Board of Supervisors Meetings held on August 30, 2007
- D. Consideration of the Minutes of the Board of Supervisors Meetings held on September 4, 2007
- E. Consideration of the Minutes of the Board of Supervisors Meetings held on September 5, 2007

Mr. Altman stated that the minutes for the meetings held on August 7, August 27, August 30, September 4, and September 5, 2007 were distributed behind Tabs 1-5.

MOTION TO:	Approve Minutes of the Board of Supervisors Meetings held on August 7, August 27, August 30, September 4, and September 5, 2007.
MADE BY:	Supervisor Wenck
SECONDED BY:	Supervisor Stachewicz
DISCUSSION:	None further
RESULT:	4/0 - Motion passed unanimously

F. Consideration of Operations and Maintenance Expenditures- September 2007

Mr. Altman stated that the monthly expenditures of the District were summarized behind Tab 6. Mr. Altman briefly reviewed the Cornerstone invoices.

A brief discussion ensued regarding the participation of Board members at meetings via telephone and also as it relates to compensation for attendance at said meetings. Based on current opinions of the Florida Attorney General (i.e. AGO 2003-41), Ms. Stachewicz recommends that the Board accept the interpretation that Board members may not participate via telephone; however, Board members are urged to participate for informational purposes.

MOTION TO:	Adopt a policy to deny Board members to participate via telephone, including ability to cast votes and receive compensation for attendance, based upon to the Opinion of the Florida Attorney General.
MADE BY:	Supervisor Stachewicz
SECONDED BY:	Supervisor Cruz
DISCUSSION:	Brief discussion regarding opinions of the Attorney General/ recommendation of District Counsel. Mr. Meeks withdrew his request to participate. The Board will address this policy at a later date.
RESULT:	Motion Withdrawn

MOTION TO:	Approve the Operations and Maintenance Expenditures for September, 2007, totaling \$76,411.19.
MADE BY:	Supervisor Stachewicz
SECONDED BY:	Supervisor Wenck
DISCUSSION:	None further
RESULT:	4/0 - Motion passed unanimously

G. Consideration of Operations and Maintenance Expenditures- October 2007

Mr. Altman stated that the monthly expenditures of the District were summarized behind Tab 7.

MOTION TO:	Approve the Operations and Maintenance Expenditures for October, 2007, totaling \$39,024.62.
MADE BY:	Supervisor Stachewicz
SECONDED BY:	Supervisor Wenck
DISCUSSION:	None further
RESULT:	4/0 - Motion passed unanimously

3. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS

Mr. Altman stated that the Board has placed an item on the agenda of each meeting to allow for resident input related to business items scheduled on today's meeting agenda. Ms. Stachewicz opened the floor to audience comments and requested that only items included on today's agenda be discussed at this point. Brief resident comments were received; however, no specific actions were taken.

4. BUSINESS ITEMS

A. OLM Request For Meeting Participation (Behind Tab 8)

Mr. Altman noted that a letter from OLM has been received notifying the Board of the opening of a new regional office in Tampa, represented by Paul Woods. In an effort to improve the overall level of service for the District, OLM has also requested the scheduled inclusion on the agenda (schedule to be determined) to present items related to Landscaping issues.

B. Presentation by Pasco Alliance of Community Associations

Mr. Altman stated that Bill Parsons, President of the Pasco Alliance of Community Associations (PACA), was present and would like to provide the Board with information about the alliance. Mr. Parsons gave a brief presentation of the alliance, which is a coalition of Board members from various resident communities located within Eastern Pasco County. The fee for participation by a resident-controlled Board is \$60 per year. The meetings of this organization are held second Thursday of each month at 7:00 p.m. at the Seven Oaks CDD Clubhouse. Ms. Stachewicz noted that she and Ms. Cruz attended the last meeting. She noted that there is a very large amount of participation and input from other communities. She believes there is a great value in the ability to obtain information from other communities in the area.

MOTION TO:	Approve joining the Pasco Alliance of Community Associations (PACA) and approve payment of membership dues (\$60 annual).
MADE BY:	Supervisor Cruz
SECONDED BY:	Supervisor Wenck
DISCUSSION:	None further
RESULT:	4/0 - Motion passed unanimously

C. Suspension of Privileges- Berrios (1604 Marumbi Court)

Ms. Martin stated that a letter of suspension has been mailed to the resident relating to the Barrios family. It has been reported that a family member (son) has shown continual belligerence to Security staff and remains non-compliant to the District rules; therefore, suspension of use of the community's facilities including the pool, playground and all other District facilities, has been imposed. The mother of Anthony Berrios has contacted the District office and voiced her opposition to this imposition of suspension, but was unable to attend the meeting today. She requested the ability to speak to the Board at the next meeting. She also requested that any suspension imposed apply only to her 18-year old son (Anthony), not the entire family, as the incidents reported are related specifically to him.

MOTION TO:	Suspend the privileges of Anthony Berrios for six (6) months effective October 2, 2007 from the District common areas/facilities.
MADE BY:	Supervisor Stachewicz
SECONDED BY:	Supervisor Cruz
DISCUSSION:	None further
RESULT:	4/0 - Motion passed unanimously

D. True-Up Agreement (Behind Tab 9)

Mr. Altman stated that, based on the approval of the Fiscal Year 2008 annual operating budget, the preparation of the annual tax roll was completed. Based upon actual benefit received from the addition of units from the original methodology (increase from 600 units to 638 units) by one particular neighborhood (Parcel 7-Barrington), a true-up was done. This true-up equalizes the benefit so that all units share a proportional amount of the budget based upon the correct product type.

MOTION TO:	Endorse the adjustment of the debt assessment based upon the completed True-Up Analysis, as presented.
MADE BY:	Supervisor Wenck
SECONDED BY:	Supervisor DaGama
DISCUSSION:	The original assessment was based upon the allocation for larger lot size; however, the allocation for smaller lots should have been utilized. This allocation was verified by the Financial Advisor, and has been corrected for purposes of assessments moving forward.
RESULT:	4/0 - Motion passed unanimously

E. Discussion on On-Street Parking

Mr. Dougherty stated that he has been working with Ms. Marin related to problems with on-street parking throughout the community. The implementation of a parking policy is being recommended, but allowing for the Board to consider individual cases for approval of variance from the policy. This policy will also include towing provisions, making the individual vehicle owners responsible for towing charges (to be paid directly to the towing company). Vehicles which violate the parking policy will have a violation notice placed on the vehicle. After a specified time period (to be determined by the Board), the vehicle would be towed by a company selected and contracted by the Board.

A Board member noted that a policy was previously adopted by the Board to place a violation notice on vehicles, and after 24-hours of the posted notice, the vehicle may be towed. The security reports would include a full description of any vehicles towed from common areas, including date violation was posted, location/description of vehicle.

This item will be tabled until the next meeting.

- F. Board Direction Regarding Capital Improvement Program
- G. Bond Refinancing Status Report Presented by District Underwriter

Mr. Altman discussed a bond refinancing analysis performed by the Underwriter (Prager, Sealy & Co.), and the possibility to refinance the current bonds. By doing so, the Board could either reduce debt service payments, or utilize the additional savings (principal) to fund needed capital improvements. If the length of payment term is not increased, nor the maximum debt service amount is not increased over what residents were originally disclosed, there is a potential refunding opportunity of \$250,000 (conservative estimates). These additional funds could be used cover a Capital Improvement Program. He noted that the process would take a couple of months, but based on the rates, the Board would need to move forward prior to a change in the market.

These refunding options and Capital Improvement Program will be tabled until the next meeting agenda.

H. Discussion of Field Management Services

Mr. Altman provided a brief overview of the District's field operational needs and recommended the contracting of a field manager to oversee these issues. This item will be tabled until the next meeting.

I. General Matters of the District

Mr. Altman stated that there are 20 pine trees in the common areas which are infested with beetles and need to be addressed. The cost to have the trees removed is \$800 (for all 20 trees); the cost to replace the each tree is \$200 (total for 20 trees- \$4,000), plus installation costs of \$2,400 (for all 20 trees).

MOTION TO:	Remove (\$800) and replace (\$4,000 and \$2,400) infested pine trees as recommended by Staff.
MADE BY:	Supervisor Wenck
SECONDED BY:	Supervisor Stachewicz
DISCUSSION:	None further
RESULT:	4/0 - Motion passed unanimously

5. STAFF REPORTS

- A. District Counsel
Not present.
- B. District Engineer
Not present.
- C. Operations Manager
 - 1. Operations Report (located behind Tab 10)
- D. District Manager
 - 1. Financial Statements- Month Ended July 31, 2007 (Behind Tab 11)
 - 2. Financial Statements- Month Ended August 31, 2007 (Behind Tab 12)

6. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS

Mr. Altman asked for Supervisor requests or comments. Mr. DaGama noted that there is a member of the community using the tennis courts as a venue for his own business of offering tennis lessons. He did not recall the Board authorizing this usage, and raised concerns regarding time used and applicable insurance coverage. Mr. Altman recommended that a Cease and Desist letter be sent to the business owner notifying him that this usage has not been approved by the Board and offering him the availability to make a presentation to the Board requesting usage of the tennis facilities. Mr. DaGama also requested that the issue of telephone participation by Board members and related compensation, be added to the next agenda. No further comments or requests were heard.


7. ADJOURNMENT

MOTION TO:	Adjourn the meeting at 9:04 p.m.
MADE BY:	Supervisor Stachewicz
SECONDED BY:	Supervisor DaGama
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 - Motion passed unanimously

**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 NOV. 6th 2007.




Signature

LINDA STACHEWICZ

Printed Name

Title:
 Chairman
 Vice Chairman
 Assistant Secretary

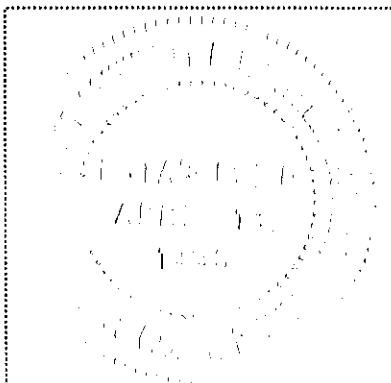


Signature

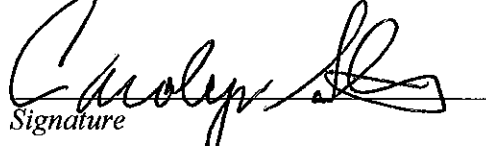
Brian L. Lato

Printed Name

Title:
 Secretary
 Assistant Secretary



Recorded by Records Administrator



Signature

11.13.07

Date