

**MINUTES OF MEETING  
NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Northwood Community Development District was held Tuesday, April 6, 2004 at 5:30 p.m. at the Pasco County Library 2818 Collier Parkway, Land O Lakes, Florida.

Present and constituting a quorum were:

David Rothwell  
Tony Parlatore  
George Ayetin  
Charles Meeks

Chairman  
Supervisor  
Supervisor  
Supervisor

Also present were:

John Daugirda  
John Ricciardi

District Manager  
Severn Trent Services

Maury Gaston

Resident

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Daugirda called the meeting to order and called the roll.

**SECOND ORDER OF BUSINESS**

**Approval of Minutes of the March 2,  
2004 Meeting**

Mr. Daugirda requested any additions, deletions or comments for the March 2, 2004 minutes.

Mr. Ayetin directed the Board's attention to the last sentence at the end of the first paragraph in the Sixth Order of Business on Page 7, " Mr. Meeks volunteered his services to oversee this task" in regards to the replanting and landscaping around the center monument at the main entrance. Mr. Ayetin is the person who volunteered his services for this project, and the minutes will reflect this change.

On MOTION by Mr. Meeks seconded by Mr. Parlatore with all in favor the minutes of the meetings of March 2, 2004 were approved as amended.
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**THIRD ORDER OF BUSINESS**

**Acceptance of Audit Report for Fiscal  
Year 2003**

MINUTES OF MEETING

NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Northwood Community Development District was held Tuesday, April 6, 1004 at 5:80 p.m. at the Pasco County

Library 1818 Collier Parkway, Land O Lakes, Florida.

Present and constituting a quorum were:

David Rothwell

Tony Parlatore

George Ayetin

Charles Meeks

Chairman

Supervisor

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Also present were:

John Daugirda

John Ricciardi

Maury Gaston

FIRST ORDER OF BUSINESS

Mr. Daugirda called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Approval of Minutes of the March 9.,

1004 Meeting

Mr. Daugirda requested any additions, deletions or comments for the March 2, 1004 minutes.

Mr. Ayetin directed the Board's attention to the last sentence at the end of the first

paragraph in the Sixth Order of Business on Page 7, " Mr. Meeks

volunteered his services to

oversee this task" in regards to the replanting and landscaping around the

center monument at

the main entrance. Mr. Ayetin is the person who volunteered his services

for this project, and

the minutes will reflect this change.

District Manager

Severn Trent Services

Resident

Roll Call

On MOTION by Mr. Meeks seconded by Mr. Parlatore with all

in favor the minutes of the meetings of March 1, 1004 were

approved as amended. 11

THIRD ORDER OF BUSINESS

Acceptance of Audit Report for Fiscal

Year 2003

Mr. Daugirda confirmed that all Board had received their copy of the Fiscal Year 2003 Audit that was handed out under separate cover. Mr. Daugirda briefly went through the audit and pointed out highlights for the Board. Mr. Daugirda stated that it was a clean audit with no recommended changes, and that the auditors rendered an opinion that the results are in conformance with Generally Accepted Accounting Principals. As such, Mr. Daugirda recommended Board approval of the audit.

On MOTION by Mr. Meeks seconded by Mr. Rothwell with all in favor the Fiscal Year 2003 Audit was approved.

**FOURTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Daugirda stated that the attorney has nearly completed the opinion regarding the Police Professional Liability insurance. When Mr. Daugirda receives the opinion letter, he will disseminate it to the Board members.

**B. Engineer**

There not being any, the next item followed.

**C. Manager**

The draft budget will be presented at the May meeting, after which there will be two months of study and discussion before approving the final budget in July. Mr. Daugirda is still requesting any new items for consideration. To date, Mr. Daugirda has received suggestions for playground fences, playground mulch, to touch up the pool deck, paint the cabana floor, pressure wash and paint the interior of the cabana, redesign the front entrance with a high curb, install extra street lights, increase the budget for energy charges as TECO rates are increasing, landscape installation, and supplemental pond plantings. Mr. Parlatore stated that an estimate of \$6,651 has already been received for the playground fence at Caladesi, and an estimate of \$2,227 for the fencing in the park playground.

Mr. Ayetin stated that a resident brought to his attention that of the two public areas in the community, one appears to be well maintained with nice trees and landscaping, while the other public area by Amelia Isle and Zuma has no trees or landscaping, and the grass is dying. It was suggested that the planting of trees and small bushes and installing irrigation in this area to maintain the grass be included in the budget for next year.

April 6, 2004 Northwood Community Development District

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conformance with Generally Accepted Accounting Principals. As such, Mr. Daugirda

recommended Board approval of the audit.

On MOTION by Mr. Meeks seconded by Mr. Rothwell with all

in favor the Fiscal Year 100;3 Audit was approved.

FOURTH ORDER OF BUSINESS Staff Reports

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Police Professional Liability insurance. When Mr. Daugirda receives the opinion letter, he will

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area to maintain the grass be included in the budget for next year.

**FIFTH ORDER OF BUSINESS**

**Financial Statements and Approval of Invoices**

It was noted that B&G Painters have been paid in full. Several members of the Board stated that they have received favorable comments from residents on the improvements to the front entrance. In an effort to continually improve the aesthetics of this area, a proposed budget item for 2005 will be either painting or sandblasting the capstones.

On MOTION by Mr. Rothwell seconded by Mr. Meeks with all in favor the financial statements and the payment of invoices was approved.

**SIXTH ORDER OF BUSINESS**

**Supervisor's Request and Audience Comments**

Mr. Ayetin reported that he was aware of a situation where a resident advised him that a homeowner was granted permission for a painting project by way of a conversation with a member of the H.O.A. and the C.D.D., who was not named, and not by going through the proper channels to get approval. Mr. Ayetin just wanted to caution the Board to be careful in their comments and conversations with residents so that such incidents of misconstrued approval will not occur.

Mr. Ayetin stated that a resident had expressed concerns to him over rising C.D.D. fees, and remarked that they could not see where or how the money was being spent. Mr. Rothwell suggested that Mr. Ayetin invite this resident to attend the C.D.D. meetings so that they can see first-hand how the assessment monies are being used.

Mr. Parlatore questioned whether the security force are considered employees of the C.D.D. Mr. Daugirda replied that the security personnel are considered to be contractors to the C.D.D., and are paid by 1099. Their actual employer is the Sheriff's Department.

In following up on past business, Mr. Ayetin questioned the disposition of the No Trespassing signs that had been stolen and were recently returned to Mr. Rothwell's custody. Mr. Rothwell reported that he delivered the signs back to their original locations.

Mr. Meeks reported that the Saturday Workshop was beneficial, although he would have liked to have seen more residents attend.

The Board discussed the policy of not allowing fishing in the community ponds. This policy was instituted many years ago in order to better preserve the ponds and to prevent them from being fished out. If the residents wanted to challenge or change this rule and allow fishing at the community ponds, there would have to be a two-thirds majority vote of the residents in favor of the Board changing this rule.

April 6, 2004 Northwood Community Development District  
FIFTH ORDER OF BUSINESS Financial Statements and Approval of  
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Mr. Parlatore reported that he learned from speaking with a representative of the Sheriff's Department after the Saturday Workshop that residents could park vehicles only on the section of sidewalk that is part of their driveway, as it is considered dual-use property. It is still not legal to park a vehicle on the portion of the sidewalk that has grass on both sides. It was noted that most residents have adapted to not parking their vehicles on the street, and this has resulted in a safer and more appealing community.

Mr. Parlatore reported that Mr. Maury Gaston attended the Saturday Workshop, and has volunteered his services as a pond liaison, reviewing all of the ponds and doing on-site inspections.

Mr. Gaston reported that he inspected the algae situation in Pond Number 26 with Leonard Morrow of the pond maintenance company. Mr. Morrow explained to Mr. Gaston, which algae were beneficial for maintaining a healthy pond, and which algae was not beneficial. As this was a good learning experience for Mr. Gaston, it will be arranged for Mr. Gaston to accompany Mr. Morrow on future pond inspections so that Mr. Gaston can further his knowledge in this area.

Mr. Gaston expressed a concern about being on private property while conducting pond inspections, as the residents and homeowners would have no way of knowing that he was acting on behalf of the Board. Mr. Rothwell suggested purchasing hats and shirts that say Northwood C.D.D. so that people carrying out tasks for the C.D.D. can be easily recognizable, and it would also be beneficial for Board members to wear such hats and shirts to identify them in the Community. Mr. Parlatore requested that the Board members e-mail their sizes to him and he will look into the cost of purchasing such items.

Mr. Rothwell requested an updated site map of Pond Number 26 to determine where the boundaries lie, as one resident whose property abuts the lake is building a retaining wall and has planted a garden on the bank of the pond. Mr. Rothwell will research the issue further to determine whether this retaining wall and garden are on C.D.D. property, and will report back to the Board at the next meeting so that a decision can be made on what the best course of action would be.

Mr. Rothwell stated that some residents had reported that there has been some drug activity observed among some juveniles at the pool area. Mr. Rothwell inspected the pool area over the weekend and discovered a drug scale and a pipe on the premises. Upon watching the video taken over the weekend by the pool cameras, four juveniles were taped in the act of selling drugs. Mr. Rothwell notified the sheriff and there is now an investigation being conducted. Personnel from the electronics company will meet with Mr. Rothwell on April 7 to make a copy of this video for evidence purposes.

April 6, 2004 Northwood Community Development District

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The Board discussed the issue of security at the pool and how to inhibit such activity from reoccurring. Mr. Rothwell advised the Board that as a short-term measure, he and Mr. Parlatore checked all the lighting in the pool area to ensure that they were all in proper working order, and also contacted the pool company to arrange for them to adjust the timer mechanism on the lights in the pool so that they will stay on later to provide additional visibility after-hours. The security guards were also advised to patrol this area more frequently, and to walk around the pool area to ensure complete coverage. Mr. Rothwell proposed adding additional streetlights in the pool parking lot as a 2005 budget item for consideration. TECO will be providing him with a cost estimate, and upon receipt, Mr. Rothwell will submit a proposal.

Mr. Rothwell would like to see a more concerted effort be made in identifying residents and non-residents at the pool area. Issuing ID cards to all residents and guests has been discussed in the past, but was not feasible to institute because there wasn't enough security personnel available to check ID's and enforce the rules. Now that the security has been increased and there would be guards available to check ID's, the merits of having such a method of identification were discussed. Mr. Rothwell will research the cost of having the ID cards made and will report back to the Board at the next meeting.

Mr. Rothwell asked the Board to consider expanding the guard service hours for the summer season, particularly on weekend days, to cover a little bit of the daytime as opposed to beginning the shift at 6:00 p.m. The cost for the additional guard hours will be added to the list of 2005 budget considerations to be discussed.

Mr. Ayetin stated that he would like to see the amount of reserves in the budget increased to create more of a buffer, for example, in the event of an emergency repair or unexpected major capital projects. Mr. Daugirda will obtain rough estimates from vendors for the repair and/or replacement costs of key assets that could be anticipated over the next five to ten years to help ensure that the reserves will be adequate.

Mr. Ayetin reported on the replanting of the annuals at the center monument. Mr. Rothwell will speak with the landscapers about removing and relocating the scrubs around the center monument and making flowerbeds using brightly colored flowers, which would add more color. This would be at an additional cost of approximately \$1,000, as it was not included in the yearly contract with the landscaper.

On MOTION by Mr. Rothwell seconded by Mr. Meeks with all in favor the project to plant additional annuals at the center monument was approved.

April 6, 2004 Northwood Community Development District

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Mr. Ayetin reported on the replanting of the annuals at the center monument. Mr. Rothwell will speak with the landscapers about removing and relocating the scrubs around the center monument and making flowerbeds using brightly colored flowers, which would add more color. This would be at an additional cost of approximately \$1,000, as it was not included in the yearly contract with the landscaper. On MOTION by Mr. Rothwell seconded by Mr. Meeks with all in favor the project to plant additional annuals at the center monument was approved.

April 6, 2004

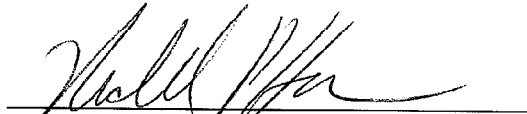
Northwood Community Development District


Mr. Parlatore stated that there were cable conduit pipes sticking up approximately 5 feet out of the ground in several locations. Mr. Rothwell will inquire if the cable company could cut these pipes even with the ground.

**SEVENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Rothwell seconded by Mr. Meeks with all in favor the meeting was adjourned.

  
Secretary / Assistant Secretary

  
Chairman / Vice Chairman

April 6, 2004

Northwood Community Development District

Mr. Parlato stated that there were cable conduit pipes sticking up approximately 5 feet out of the ground in several locations. Mr. Rothwell will inquire if the cable company could cut these pipes even with the ground.

SEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Rothwell seconded by Mr. Meeks with all in favor the meeting was adjourned. 11

Secretary / Assistant Secretary

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Chairman / Vice Chairman