

**MINUTES OF MEETING
NORTHWOOD COMMUNITY
DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Northwood Community Development District was held Monday, January 10, 2000 at 9:00 A.M. at the Model Center, 1105 Conch Court, Wesley Chapel, Florida.

Present and constituting a quorum were:

Mike Lawson	Chairman (by phone)
John Schajatovic	Supervisor
Walter Kehoe	Supervisor (by phone)
Larry Floyd	Supervisor (by phone)

Also present were:

John Daugirda	Assistant Manager (by phone)
Mark Straley	Attorney (by phone)
Dayne Piercefield	Engineer (by phone)
Donna Holiday	Recording Secretary (by phone)

FIRST ORDER OF BUSINESS

Roll Call

Mr. Daugirda called the meeting to order at 9:50 A.M. and stated that all Supervisors were present at Roll Call.

SECOND ORDER OF BUSINESS

Oath of Office for Larry Floyd

Mr. Daugirda being a notary of the State of Florida, administered the Oath of Office to Mr. Floyd, a copy of which was made a part of the official record of the State of Florida.

THIRD ORDER OF BUSINESS

Approval of Minutes of November 8, 1999 Meeting

Mr. Daugirda stated that all Supervisors had received a copy of the minutes of the November 8, 1999 meeting and asked for any additions, corrections or deletions.

There not being any,

On MOTION by Lawson seconded by Mr. Kehoe with all in favor the minutes of the November 8, 1999 meeting were approved.

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FOURTH ORDER OF BUSINESS

Construction Status Report

Mr. Piercefield stated since the last Board meeting, various activities have taken place on the project. For the 1997 project, the Unit 7B earthwork is up to grade and the curb is in. This week they are getting ready to place the base. The Unit 6A earthwork is also complete and the road is boxed out. The drainage pond is in. It looks really good. Unit 5 is up to grade and the curb and base are in. We are now getting ready to pave it. The earthwork for Units 4B, 6A, 6B, 8 and 9 is boxed out. It looks very good. We have had some nice weather and the project is moving along.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There not being any, the next item followed.

B. Engineer - Requisitions 145 - 150 and Summary Requisition List for 1997 Project

Mr. Piercefield stated the Requisitions for the 1997 bond are under Section Five. I would like the Board's approval of Requisition Numbers 145 through 150 for the 1997 project. This will leave a balance in the Construction Funds as of January 3, 2000 of \$420,602.

On MOTION by Mr. Lawson seconded by Mr. Schajatovic with all in favor Requisition Numbers 145 through 150 for the 1997 Project were approved.

C. Manager

Mr. Daugirda stated for Unit Five, there was a Street Lighting Agreement forwarded to me from Mr. Floyd. This is a standard TECO contract for the installation and operation of eight 100 watt cobra head street lights. We would like for the Board's ratification of that Agreement. The total estimated monthly charge is \$143.40, which is consistent with the other areas of the project.

On MOTION by Mr. Floyd seconded by Mr. Lawson with all in favor the Street Lighting Agreement with TECO for eight 100 watt cobra head street lights at an estimated monthly charge of \$143.40 was approved.

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Mr. Daugirda stated we have an existing contract with Sunshine Pool Service for pool maintenance. They have been doing a good job for us out there. The owner of Sunshine Pool Service has sent a standard renewal contract around that is consistent with the prior contract. The only difference is they added in a three percent cost of living increase. They have done that with all of the properties that they are involved with which would move the total charges from \$4,510.32 per year up to \$4,645.68 per year. It is a fairly straightforward issue. The monthly charge went from \$375.86 per month to \$387.14 per month. We are looking for approval of this contract.

On MOTION by Mr. Lawson seconded by Mr. Schajatovic with all in favor the renewal contract with Sunshine Pool Service to provide pool maintenance services at a cost of \$4,645.68 per year or \$387.14 per month was approved.

Mr. Daugirda stated I have some maintenance items. There are some residents who have requested a small lighting project in connection with the pool parking lot area. The area between the pool and the tot lot is apparently a dark area. Over by Big Sur there is illumination from the street lights but the wall between Northwood Palms Boulevard and the cabana is dark and there have been some complaints about kids hanging out there and creating a problem. At Eastlake Oaks, we have put some small lights on the cabana and shined them out into the pool area. Our recommendation to solve that problem would be to put some small bullet lights out on the cabana building and shoot them into the pool area.

I just received a voice mail from Mr. John Lyons indicating that there has been some vandalism on one of the sign panels along County Line Road. We probably have to take some steps to quickly fix that. There are two small monuments as you approach the property where the bulbs may have burned out or there are some lighting issues. I would recommend that we fix those items. There has also been some vandalism in the cabana restroom and the locks need to be fixed, although the structure itself is looking good and the screens are intact. We have spruced up the pool area and it is looking good. Those items are just for your information. Unless anyone has any issues with those items, we are proposing that staff carry out those minor maintenance issues.

Mr. Lawson stated I have no problem with that. We need to take care of these items now.

On MOTION by Mr. Lawson seconded by Mr. Floyd with all in favor staff was authorized to install some small bullet

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lights at the cabana building in order to illuminate the pool parking lot area, to repair the sign panels along Countyline Road, to replace the bulbs at the two entrance monuments and to repair the locks in the cabana restroom.

Mr. Daugirda stated I have no further items.

SIXTH ORDER OF BUSINESS Supervisors Requests and Audience Comments

Mr. Kehoe stated at the last meeting, Mr. Straley was talking about a \$100,000 expense for a tot lot. I just wanted to know if that was followed through.

Mr. Straley stated yes. I apologize. I should have brought that up in my report. I went ahead and prepared a note and amendment to the acquisition pursuant to which the District will acquire this tot lot or additional recreational facility. The District is giving a note in the amount of \$100,000 to pay for that acquisition. The note will be repaid as funds become available from the Debt Service Reserve Fund.

Mr. Kehoe asked what kind of interest rate did you put on the note?

Mr. Straley responded I think it was eight percent, which was consistent with market conditions and what other Districts have paid on similar kinds of deals.

Mr. Kehoe stated thank you.

Mr. Daugirda asked are there any other Supervisors requests? Hearing none, we will move on to the approval of the invoices.

SEVENTH ORDER OF BUSINESS Approval of Invoices and Funding Request

Mr. Daugirda stated Funding Request Number 54 was included in your agenda packages. There is a list of 14 vendors for a total amount of \$16,544.75.

Mr. Lawson stated you are basically saying that there is a surplus of cash and there is no funding amount needed.

Mr. Daugirda stated that is correct. We are looking for the approval of these invoices.

Mr. Lawson asked has the District collected all of the O & M Assessments from the homeowners?

Mr. Daugirda responded under the Statement of Revenues and Expenditures through November 30th, on page two it shows that \$8,503.25 of \$12,731.67 has been collected. I can check and see if there have been subsequent collections. Typically more than 90 percent of the funds come in from the December collections.

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Mr. Lawson stated I would like for you to check and see what the total received is and to make sure that we collected everything. The Developer has close to 200 homes at this point.

Mr. Daugirda stated after the meeting, I will follow up with the Accountants and get that information to you.

Mr. Floyd asked when this account is adopted, will it be funding the District?

Mr. Lawson responded yes.

Mr. Floyd stated it looks like you may go into February when the Developer starts funding.

Mr. Lawson stated unless there are more receipts that has come in since this has been generated, that is what it looks like. It is only a short period of time. It seems to be longer than that. I have no questions on the invoices.

On MOTION by Mr. Lawson seconded by Mr. Schajatovic with all in favor Funding Request Number 54 dated January 10, 2000 in the amount of \$16,544.75 was approved.

On MOTION by Mr. Lawson seconded by Mr. Kehoe with all in favor the meeting was adjourned at 10:00 A.M.

Michael S. Lawson
Chairman

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NOTES FOR 1/10/2000 NORTHWOOD MEETING

John Daugirda

- Check with the Accountants on the total O & M Assessments received from the residents. The total collected on page two, under the Statement of Revenues and Expenditures through November 30th is \$8,503.25 out of \$12,731.67. See if there have been subsequent collections and report back to Mr. Lawson.