

**MINUTES OF MEETING
NORTHWOOD
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Northwood Community Development District held Tuesday, January 7, 2002 at 9:00 A.M. at the Model Center, 1111 Conch Court, Wesley Chapel, Florida.

Present and constituting a quorum were:

Michael Lawson	Supervisor
John Schajatovic	Supervisor
Larry Floyd	Supervisor
Thomas Herman	Supervisor

Also present was:

John Daugirda	Assistant Manager
Mark Straley	Attorney
Dayne Piercefield	Engineer

FIRST ORDER OF BUSINESS

Roll Call

Mr. Daugirda called the meeting to order and stated all supervisors are present at roll call.

SECOND ORDER OF BUSINESS

Approval of the Minutes of the November 13, 2001 Meeting

Mr. Daugirda stated a copy of the minutes of the November 13, 2001 meeting were included in your packets. Are there any additions, corrections or deletions?

There not being any,

On MOTION by Mr. Schajatovic, seconded by Mr. Herman, with all in favor, the minutes of the November 13, 2001 meeting were approved as presented.

THIRD ORDER OF BUSINESS

Staff Reports

A. Attorney

There not being any, the next item followed.

B. Engineer

Mr. Piercefield stated under Section 3 of your agenda packets is a request for approval of Requisitions 179 and 180 for disbursement of district funds. These are for the cost of the 1997 project, which leaves a balance as of \$132,460.75 as of December 31, 2001.

On MOTION by Mr. Schajatovic, seconded by Mr. Lawson, with all in favor the Board approved Requisitions 179 - 180.

C. Manager

Mr. Daugirda stated I have been working on a series of maintenance projects with Mr. Schajatovic and we are making progress on those.

Mr. Lawson asked when we say “progress,” what does that mean?

Mr. Daugirda stated we purchased some “No Trespassing” signs and the meeting sign box is going up. We have received one proposal for the swimming pool deck and the painting of the cabana floor. We are going to get some additional quotes from another company just to make sure that is the best price. The landscape has been analyzed and a report has been given to Lennar/US Homes; there will be a final report coming from that with some suggestions. I ordered the electrician to change out the burnt-out bulbs. I spoke to them this morning and they have done some of those, and are waiting for bulbs on others.

Mr. Lawson asked this report will be submitted when?

Mr. Schajatovic stated I am not sure of that date. I will get with Betty Valenti on that. She will be in tomorrow. She said a while ago that it would probably be the first week of January.

Mr. Lawson stated given the weather, I do not know what replanting can take place at this point, but I think the objective is to freshen-up the look of the entry ways. We may have to do the bulk of that after the winter. I just want to emphasize that it needs to be started.

Mr. Daugirda stated we were also waiting for the assessments to be received. We did receive some funds in December. I do not know the exact amount, but there is a good fund balance now to chip away at the projects and we will implement as much as we can during January.

Mr. Lawson stated again the emphasis is the Lennar Corporation will do what is necessary financially to get this done. I just want to implement it. We do not need to wait for the assessments to build up. The developer has committed to fund. Let us just get it done and let us do it the right way.

Mr. Daugirda responded all right.

FOURTH ORDER OF BUSINESS

Financial Statements and Approval of Funding Request Nos. 69 and 70

Mr. Daugirda stated this has been labeled Funding Requests 69 and 70, but again there is adequate funding to cover. We are just looking for approval of the invoice lists.

Mr. Lawson stated my questions are regarding Central Florida Landscaping. Is the problem that they are not doing the quality maintenance that we need or is it just the type of plantings that have been selected? From what I am hearing, the maintenance level has not been where it needs to be. If that is the case, who is controlling and who is managing Central Florida Landscaping?

Mr. Daugirda responded that would be me. I have forwarded those preliminary comments to them to shape up.

Mr. Lawson asked have you gotten any feedback from them?

Mr. Daugirda responded yes. I gave them a punch list and they have started processing that. For example, spray for pine beetles, fertilize, remove vines, spray turf for weeds; all of those have been addressed by them. I have spoke to someone this morning and they have prepared a response, but it has not been finalized. I expect it in a

couple of days. I will distribute it to the Board when I get it. After looking at those materials if it is unacceptable, we will have to look at bidding it out again.

Mr. Lawson stated one of the things to look at is are we receiving the degree of maintenance desired, or could we get a better contract that would dictate what they are going to perform for that dollar amount? If we are requesting something over and above, are they being compensated to do that? Or, are they doing their job based on what they are getting paid today in comparison to what the market rate is. Some areas look okay out there, but the front entrance does not look as bright. It just does not catch your eye. It needs to be helped because this a CDD-owned area and it will hopefully promote sales for the developer. The faster the property gets built out, the better for everyone and the more assessments that will be collected.

Mr. Daugirda stated I agree with that. We had a field review with a VP from the landscape company, Mr. Schajatovic, Mr. Valente, Mr. Enslo, and myself. The proposals that we anticipate receiving in the next day or two are intended to address the landscape enhancements and modifications necessary to accomplish this.

Mr. Lawson stated the last things we want are excuses from our landscaper or anyone. I just want results.

Mr. Daugirda responded duly noted.

Mr. Lawson stated I assume that by blending both of these that there is no money due from the developer.

Mr. Daugirda responded I believe that is correct. I was going to verify that with the accountant. Also, typically they receive approximately 75% to 95% of the assessment revenue during December. By looking at Request 70 where there are adequate funds, I assume you are covered. However, I will verify that. I am anticipating that there is more than enough money there to pay all these.

Mr. Lawson stated I have a question on the operating capital. Is it theoretically at a zero balance at the beginning of each month and needs to be replenished to \$10,000, or is there some balance in there at all times? I am looking at December and January and it is asking for that to be replenished to \$10,000. How mechanically does that work?

Mr. Daugirda responded primarily the concern for that is at the first quarter of the fiscal year they need to have an adequate balance to cover utility bills and necessary payments as they come in. Once again, though, with the lion's share of the assessments coming in, we should be in good shape for six months.

Mr. Lawson stated it says we have \$51,000 cash available for January. Are there more assessments projected to come in or do you believe through January we have received pretty much all the assessments?

Mr. Daugirda responded I know we have received more than is credited because the earlier financials are only through November. Let me take a quick look. Our budgeted maintenance assessment was \$193,000. I will verify that. I will get you the most recent number through December on collections.

Mr. Lawson stated I have no other questions but regarding Central Florida Landscaping, during the winter months we had some cold weather, but I cannot understand that if someone is doing sub par work why are we even paying them; then wait until it is a problem and then have meetings in the field. Let us get that resolved.

On MOTION by Mr. Lawson seconded by Mr. Floyd with all in favor the invoices and Funding Request Nos. 69 and 70 were approved.
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FIFTH ORDER OF BUSINESS

Supervisor's Requests and Comments

There not being any, the next item followed.

SIXTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Lawson seconded by Mr. Schajatovic
with all in favor the meeting was adjourned.

Michael Lawson
Chairman

John Schajatovic
Vice Chairman