MINUTES OF MEETING
NORTHWOOD
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of Northwood Community Development District was held on Monday, May 18, 2026, at 6:30 p.m. at the Northwood Clubhouse located at 27248 Big Sur Drive, Wesley Chapel, Florida 33544.

Present and constituting a quorum were:

Gersson Perez	Chairperson
Mimieaux Kilpatrick	Vice Chairperson
Barbara Cruz	Assistant Secretary
Brian Munari	Assistant Secretary
Brian Quigley	Assistant Secretary

Also present, either in person or via Teams Communications, were:

Christina Newsome	District Manager, Inframark
Lee Graffius	District Manager, Inframark
Aleks Solano	Aquatic Weed Control
Kevin Pajala	Juniper Landscape
Kathryn Hopkinson	District Counsel *(Via Phone)*
Tonja Stewart	District Engineer
Jen Lavelle	On-site Manager
Residents and Members of the Public.	

This is not a certified or verbatim transcript but rather represents the context and summary of the meeting. The full meeting is available in audio format upon request. Contact the District Office for any related costs for an audio copy.

FIRST ORDER OF BUSINESS **Call to Order and Roll Call**

Ms. Newsome called the meeting to order at 6:30 p.m., and a quorum was established.

SECOND ORDER OF BUSINESS **Pledge of Allegiance**

The pledge of allegiance was said.

THIRD ORDER OF BUSINESS **Public Comments**

David Randle stated that the letter sent by CDD doesn’t meet requirements and requested that Ms. Hopkins address the issue.

> Mr. Quigley made a MOTION to appoint Mr. Perez to be the liaison for the encroachment issue for Counsel and Staff.
>
> Ms. Kilpatrick seconded the motion.

> Upon VOICE VOTE, with Mr. Quigley, Mr. Perez, and Ms. Kilpatrick voting for and Ms. Cruz and Mr. Munari voting against, the motion was approved (by a margin of 3-2) to appoint Mr. Perez to be the liaison for the encroachment issue for Counsel and Staff.

A resident inquired regarding the incident from Saturday night.

FOURTH ORDER OF BUSINESS Staff Reports

A. Aquatic Weed Control Service Report

The Board reviewed the aquatics report along with proposals provided in the On-site Manager's report on pages 52 and 54 of the agenda. Discussion ensued. The Board inquired whether the county supplies fish free of charge for retention ponds. It was stated that Hillsborough County has been known to do so. Ms. Stewart will check into this matter. Ms. Lavelle will follow up.

B. Landscape Report

The Board reviewed the landscape report. Discussion ensued. It was stated that standing water was causing fungus. Aleks will provide additional information on this topic, and Ms. Lavelle will follow up.

i. OLM Report

The Board reviewed the OLM Report and had no questions.

ii. OLM Grade Sheet

The Board reviewed the OLM Grade Sheet and requested additional quotes for hedgerow along Caladesi. It was noted that the overhanging tree limbs have been addressed.

iii. Juniper Irrigation Report

The Board reviewed the Juniper Irrigation Report.

The original vendor has been contacted regarding the bubbling in the parking lot.

iv. Consideration of Fountain Kings Proposals #0782 & 0783

Mr. Quigley made a MOTION to approve the Fountain Kings Proposal #0782 in the amount of $7,319.74.

Ms. Kilpatrick seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 5-0) to approve the Fountain Kings Proposal #0782 in the amount of $7,319.74.

Mr. Quigley made a MOTION to approve the Fountain Kings Proposal #0783 in the amount of $370.00.

Mr. Perez seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 5-0) to approve the Fountain Kings Proposal #0783 in the amount of $370.00.

v. Consideration of Fountain Kings Maintenance Contract

Mr. Quigley made a MOTION to approve the Fountain Kings Maintenance Contract, revised to two visits annually, with a not-to-exceed amount of $750.00.

Ms. Kilpatrick seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 5-0) to approve the Fountain Kings Maintenance Contract, revised to two visits annually, with a not-to-exceed amount of $750.00.

C. District Engineer

Ms. Stewart presented her report to the Board. Discussion ensued.

D. District Counsel

Ms. Hopkinson discussed the letter to homeowner regarding fixing or replacing a tree on the property within 30 days from the approved list.

Discussion ensued regarding Board members voting on items and only having members that are physically present vote and get paid for participation in the meeting. Board members would still be able to discuss items via conference call.

Mr. Quigley made a MOTION for all Board Members to be physically present at meetings to be able to vote on agenda items and receive payment but can discuss provision of one phone conference call per 12-month period. Mr. Perez seconded the motion.

Upon VOICE VOTE, with Mr. Quigley, Mr. Perez, and Ms. Kilpatrick voting for and Ms. Cruz and Mr. Munari voting against, the motion was approved (by a margin of 3-2) for all Board members to be physically present at meetings to vote on agenda items and receive payment, but they may participate in discussion by phone conference call once per 12-month period.

E. District Manager

Ms. Newsome announced the next meeting is scheduled for June 15, 2026, at 6:30 p.m.

i. Registered Voters Count (1,221)

Ms. Newsome announced that the registered voters count for the District was 1,221. The Board had no questions.

F. Infrastructure Update

Mr. Perez presented his report to the Board.

G. On-site Manager

Ms. Lavelle presented her report to the Board and answered their questions.

i. Manager's Report

The Board requested a demand letter be sent to the resident and Invitation Homes informing them of current damage. An hour of attorney time needs to be added.

ii. Reserve Study

The Board reviewed the Reserve Study.

iii. Pasco County Parking Permit Instructions

The Board requested that Roam Towing Agreement be added to the June 15, 2026, agenda.

FIFTH ORDER OF BUSINESS **Business Items**

A. Consideration of Resolution 2026-04; Approving FY2026-2027 Proposed Budget and Setting Public Hearing

> Mr. Quigley made a MOTION to adopt Resolution 2026-04; Approving Proposed Budget and Setting a Public Hearing.
>
> Ms. Kilpatrick seconded the motion.

> Upon VOICE VOTE, with Mr. Quigley, Mr. Perez, Ms. Cruz, and Ms. Kilpatrick voting for and Mr. Munari voting against, the motion was approved (by a margin of 4-1) to adopt Resolution 2026-04; Approving Proposed Budget and Setting a Public Hearing.

i. Exhibit A – FY2026-2027 Proposed Budget First Draft (Under Separate Cover)

> Mr. Quigley made a MOTION to change payroll company with a contract.
>
> Ms. Kilpatrick seconded the motion.

> Upon VOICE VOTE, with Mr. Quigley, Mr. Perez, Mr. Munari, and Ms. Kilpatrick voting for and Ms. Cruz voting against, the motion was approved (by a margin of 4-1) to change the payroll company with a contract.

B. Payroll Company Change

Discussion ensued regarding the payroll company change. It was noted that costs would come down if a contract is signed.

C. Acceptance of the FY2025 Audit Final Report

The Board reviewed and acknowledged the FY2025 Audit Final Report.

SIXTH ORDER OF BUSINESS **Consent Agenda**

A. Consideration of Minutes from the Meeting held April 20, 2026

B. Consideration of Minutes from the Continued Meeting held April 27, 2026

> Mr. Quigley made a MOTION to approve the meeting minutes from April 20, 2026, and the continued meeting minutes from April 27, 2026.
> Mr. Perez seconded the motion.

> Upon VOICE VOTE, with Mr. Quigley, Mr. Perez, Mr. Munari, and Ms. Kilpatrick voting for and Ms. Cruz abstaining, the motion was approved (by a margin of 4-1) to approve the meeting minutes from April 20, 2026, and the continued meeting minutes from April 27, 2026.

C. Acceptance of April 2026 Financial Statements

The Board reviewed the April 2026 Financial Statements and requested that a representative from Inframark or Grau be present at the next meeting to give a report of good standing on the financials.

D. Acceptance of April 2026 Check Register

The Board reviewed the April 2026 Check Register and had no questions.

SIXTH ORDER OF BUSINESS Supervisor Requests and Comments

Ms. Kilpatrick requested the columns for the reserve study and special events be reduced to $5,000. Mr. Perez mentioned permanent lighting to the clubhouse being done with the funds.

SEVENTH ORDER OF BUSINESS Public Comments

Resident asked about old vendor and asked why the leak wasn't sealed.

Resident inquired regarding bonds and payments.

EIGHTH ORDER OF BUSINESS Adjournment

> On MOTION by Mr. Quigley, seconded by Mr. Perez, with all in favor, the meeting was adjourned at 9:26 p.m.

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Secretary / Assistant Secretary Chairman / Vice Chairman

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Q Newsome

Secretary / Assistant Secretary

Chairman / Vice Chairman