

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for Northwood Community Development District was held on **Monday, June 11, 2018 at 6:30 p.m.**, at the Northwood Clubhouse located at 27248 Big Sur Drive, Wesley Chapel, Florida 33544.

1. PLEDGE OF ALLEGIANCE

Nicole Chamberlain led the Pledge of Allegiance.

2. CALL TO ORDER

Nicole Chamberlain called the Regular Meeting of the Board of Supervisors of the Northwood Community Development District to order on **Monday, June 11, 2018 at 6:30 p.m.**

Board Members Present and Constituting a Quorum at the onset of the meeting:

Karen Uhlig	Vice Chairman
Mimi Kilpatrick	Supervisor
Brian Quigley	Supervisor
Barbara Cruz	Supervisor

Staff Members Present:

Nicole Chamberlain	Meritus
Josue Marquez	On-Site Personnel
Jimmy Taylor	Aquatics Systems
Brian Mortillaro	LMP
Chris Byrne	Vertex

There were no audience members present.

3. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

There were no audience questions or comments.

4. VENDOR AND STAFF REPORTS

A. Discussion with LMP

Mr. Mortillaro stated that it was a bad week for weather, and his crew is a little behind with the new installation. The installation will be completed next week. Mr. Mortillaro said he wanted to discuss the annuals for the next rotation. Supervisor Kilpatrick asked if brought the primary book. Mr. Mortillaro said no and that is difficult for the grower to come to night meetings because of family

responsibilities and travel distance. Supervisor Uhlig asked what happens to the annuals that are still good. They had previously discussed leaving them at the clubhouse for residents to take. Supervisor Uhlig asked if they are sure they want to change them out because they still look good. Supervisor Kilpatrick said they are just getting on track and should stick to the schedule. Supervisor Cruz agreed that they should stick to the schedule. The Board then discussed removing the dead tree. Supervisor Kilpatrick asked what time they start because of the noise ordinance. Mr. Mortillaro said they could change the schedule to accommodate.

B. Discussion with Aquatic Systems

Mr. Byrne from Vertex discussed the aeration system. He stated that they got it up and running last week. They had to source out the part that didn't work, and the part was on backorder. He said they will not start the warranty until they are sure it is functioning properly. Supervisor Quigley asked when they will see results. Mr. Byrne said they should start to see results soon.

Mr. Byrne and the Board discussed the follow-up report. Mr. Byrne said there would be a fee for the full report. The Board said that is not what they were told when the system was sold to them, and they felt they should receive the report for free because the system was not working for so long. Mr. Byrne said he would see what he could do. The Board requested an email with photos for next month and then a full report in August.

Mr. Taylor from Aquatic Systems then went over overall condition of the ponds and their most recent report. There were some questions regarding how often the ponds are serviced and the treatments.

The Board requested for Ms. Chamberlain to send a follow up email to Mr. Byrne about what transpired at the meeting and to copy the Board.

C. District Counsel

D. District Engineer

5. BUSINESS ITEMS

A. Consideration of Resolution 2018-02; Approving FY 2019 Proposed Budget & Setting Public Hearing

Ms. Chamberlain went over the resolution and budget line items. The Board discussed the proposed budget and the district finances. Ms. Chamberlain said she would look into possible additional funds that had been put aside. The Board also discussed having an additional meeting or workshop so everyone would be clear on where the District stands financially. The Board also discussed the reserves that were budgeted for the current fiscal year. Ms. Chamberlain said they have that money set aside. There was a discussion on what the Board would still like to accomplish this year: monument, pillars, gluing stones, and fence. The Board also discussed possible projects for next year, including a computer for the clubhouse, bench, resurfacing, and pool work.

Supervisor Cruz asked about reprogramming the access cards. The Board discussed the cards. Mr. Marquez said he would send notice to residents about the reprogramming. Supervisor Uhlig asked him to wait until after the summer.

MOTION TO:	Approve Resolution 2018-02.
MADE BY:	Supervisor
SECONDED BY:	Supervisor
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 – Motion passed unanimously

B. Discussion on Monument Proposals

C. Discussion on Pillar Proposals

D. Discussion on Proposal for Basketball Hoop Backboard

The Board decided to hold off on discussing any additional proposals until they are clear on the financials.

E. General Matters of the District

6. CONSENT AGENDA

A. Consideration of Minutes of the Board of Supervisors Meeting May 14, 2018

The Board reviewed the minutes and stated that they would like the deputy reports to be included in the meeting books.

MOTION TO:	Approve the May 14, 2018 minutes.
MADE BY:	Supervisor Uhlig
SECONDED BY:	Supervisor Cruz
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 – Motion passed unanimously

B. Consideration of Operations and Maintenance Expenditures April 2018

The Board reviewed the O&Ms and discussed the recycling and that Waste Management is not taking care of it. The Board asked to see if Waste Management would come to a meeting and if companies that pick up recycling for free could be looked into. The Board also discussed the TECO invoices and requested a history of invoices.

MOTION TO:	Approve the April 2018 O&Ms.
MADE BY:	Supervisor Quigley
SECONDED BY:	Supervisor Uhlig
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 – Motion passed unanimously

C. Review of Financial Statements Month Ending April 30, 2018

The financials were reviewed and accepted.

7. MANGAGEMENT REPORTS

A. Staff Action Item List

B. Field Manager's Report

1. Community Inspection Reports

i. Asset Inspection

ii. Aquatics Report

iii. Clubhouse Calendar

2. Sheriff Report

Ms. Chamberlain went over the action item list. Mr. Marquez went over his report.

8. SUPERVISOR REQUESTS

There were no supervisor requests at this time.

9. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

There were no audience questions or comments.

10. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor Kilpatrick
SECONDED BY:	Supervisor Quigley
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 July 9, 2018.

Karen E. Uhlig

Signature

Uhlig, Karen

Printed Name

Vice Chair

Title:

- ☐ Secretary
☒ Assistant Secretary

Debbie Hukill

Signature

Debbie Hukill

Printed Name

1st. Secretary

Title:

- ☐ Chairman
☐ Vice Chairman

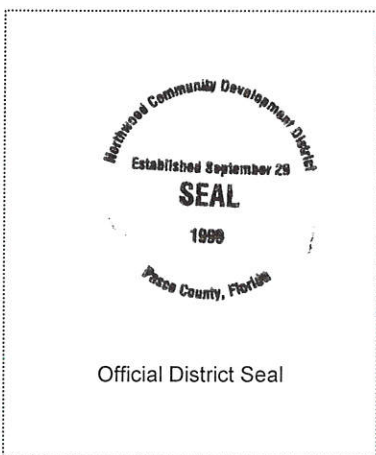
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Signature

7-10-18

Date



Official District Seal