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Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for Northwood Community Development District was held on **Monday, July 9, 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, July 9, 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
Brian Mortillaro	LMP

There were two 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 he made a trip to Orlando to get some annuals because he wanted to show the Board the size of the plants from seedlings on. Mr. Mortillaro provided the Board with a handout to demonstrate how the nursery works. Supervisor Uhlig asked about begonias. Mr. Mortillaro said they are not a good summer plant. Supervisor Kilpatrick said she wants color that pops and would like something different. Supervisor Cruz agreed with Supervisor Kilpatrick. Supervisor Kilpatrick clarified and said she is not talking about height, but is talking about color. Supervisor Cruz asked for

48 Mr. Mortillaro to have the designer come out and look at the property and then send an email with
49 suggestions.

50
51 Supervisor Cruz also talked about zero scape landscaping with stones and pots. Mr. Mortillaro said
52 he would like to resolve the issue with the palms. One of the palms is doing okay, and one is dead.
53 LMP will cover the cost to remove them and will send replacement options. Supervisor Cruz asked
54 about a Robellini palm. Mr. Mortillaro said they need to make sure there is good visibility. Supervisor
55 Uhlig then asked about stone in the roundabout and said it is not being maintained regularly. Mr.
56 Mortillaro said he would make sure it was addressed. Supervisor Uhlig also asked about concreting
57 in the rocks. The Board discussed the boulders.

58

MOTION TO:	Give LMP a max cap of \$600 to install boulders.
MADE BY:	Supervisor Kilpatrick
SECONDED BY:	Supervisor Uhlig
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion passed unanimously

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66 Mr. Mortillaro explained to the Board that they are still getting caught up from all the rain. Supervisor
67 Cruz asked what happened to the playground. Mr. Mortillaro said the turf is coming back. Supervisor
68 Kilpatrick stated that they did want to have it spruced up, and Mr. Mortillaro said he will put
69 something together. Supervisor Uhlig asked when they would have the boulders, and Mr. Mortillaro
70 said they should have them prior to the next meeting. Supervisor Kilpatrick also asked about the force
71 mow and price. Mr. Mortillaro said he would work on a standard price.

72

73 **B. District Counsel**

74 **C. District Engineer**

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77 **5. BUSINESS ITEMS**

78 **A. Discussion on Budget Items for FY 2018 and FY 2019**

79 **B. Discussion on Monument Proposals**

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81 The Board asked what the signs are made of. They also discussed the two proposals and what they
82 liked and didn't like, as well as how the sign would be displayed. Ms. Chamberlain said they should
83 really have the same information for both proposals so they can make an accurate comparison. Ms.
84 Chamberlain will get the information for the next meeting.

85

86 Supervisor Cruz asked about deed restrictions and soliciting. Ms. Chamberlain will check with
87 District Counsel to see if when a letter is sent, if later there can be a civil action or anything else done.

88

89

90 **C. Discussion on Pillar Proposals**

91
92 Supervisor Quigley asked if Cornerstone would give a discount for doing more than one project. The
93 Board discussed the proposal. Management will ask Michelle from Cornerstone to attend the next
94 meeting to discuss the proposals.

95
96 **D. Discussion on Proposals for Replacement of Pool Doors**

97
98 Supervisor Cruz said she needs an explanation of the proposals. Mr. Marquez went over the proposals.
99 Supervisor Uhlig asked why they can't use the frame that is already there. The Board wanted clarification
100 on the quotes and asked for Cornerstone to provide a complete breakdown of cost.

101
102 **E. General Matters of the District**

103
104
105 **6. CONSENT AGENDA**

106 **A. Consideration of Minutes of the Board of Supervisors Meeting June 11, 2018**

107
108 The Board reviewed the minutes.

109	MOTION TO:	Approve the June 11, 2018 minutes.
110	MADE BY:	Supervisor Uhlig
111	SECONDED BY:	Supervisor Cruz
112	DISCUSSION:	None further
113	RESULT:	Called to Vote: Motion PASSED
114		4/0 – Motion passed unanimously
115		

116
117 **B. Consideration of Operations and Maintenance Expenditures May 2018**

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119 The Board reviewed the O&Ms and said they would like more information on the aquatics report,
120 including the method used for treatment, time in, and time out. Supervisor Cruz asked why they are
121 paying for 3 HD set top boxes. The Board discussed the HD boxes. Mr. Marquez will see if they can
122 just use two boxes. Supervisor Quigley asked about the bank analysis. Ms. Chamberlain said it should
123 be complete in the next month or so.

124	MOTION TO:	Approve the May 2018 O&Ms.
125	MADE BY:	Supervisor Uhlig
126	SECONDED BY:	Supervisor Quigley
127	DISCUSSION:	None further
128	RESULT:	Called to Vote: Motion PASSED
129		4/0 – Motion passed unanimously
130		

133 **C. Review of Financial Statements Month Ending May 31, 2018**

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135 The financials were reviewed and accepted.
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138 **7. MANGAGEMENT REPORTS**

139 **A. Staff Action Item List**

140 **B. Field Manager's Report**

141 **1. Community Inspection Reports**

142 **i. Asset Inspection**

143 **ii. Aquatics Report**

144 **iii. Clubhouse Calendar**

145 **2. Sheriff Report**

146
147 Ms. Chamberlain went over the action item list. Supervisor Uhlig asked about the wall. Mr. Marquez
148 said because they didn't use the sealer, it would cost for them to come out and look at everything. Mr.
149 Marquez and Cesar are doing the work. Supervisor Uhlig asked what time the gates are locked, and
150 Mr. Marquez answered that they are locked at 9:00 p.m. Supervisor Uhlig said it is a problem when
151 the alarm continues to go off. The Board discussed this issue further. Supervisor Cruz asked about
152 the signs for the trucks.
153

154 The Board then discussed the dog waste bins and cost.
155

MOTION TO:	Approve Mr. Marquez to purchase the dog waste bins.
MADE BY:	Supervisor Cruz
SECONDED BY:	Supervisor Kilpatrick
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 – Motion passed unanimously

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164 **8. SUPERVISOR REQUESTS**

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166 There were no supervisor requests at this time.
167

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169 **9. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

170
171 There was a question as to why the aquatics charges are for the same amount. Ms. Chamberlain stated
172 that it is because it is a contracted amount. There was also a comment that when plants grow at the
173 monuments, it is difficult to see.
174
175

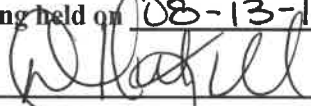
176 **10. ADJOURNMENT**
177

178	MOTION TO:	Adjourn.
179	MADE BY:	Supervisor Quigley
180	SECONDED BY:	Supervisor Kilpatrick
181	DISCUSSION:	None Further
182	RESULT:	Called to Vote: Motion PASSED
183		4/0 - Motion Passed Unanimously

184
185 **These minutes were done in summary format.*
186

187 **Each person who decides to appeal any decision made by the Board with respect to any matter considered at*
188 *the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made,*
189 *including the testimony and evidence upon which such appeal is to be based.*

190
191 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
192 meeting held on 08-13-18.

193
194 
195 _____
195 Signature

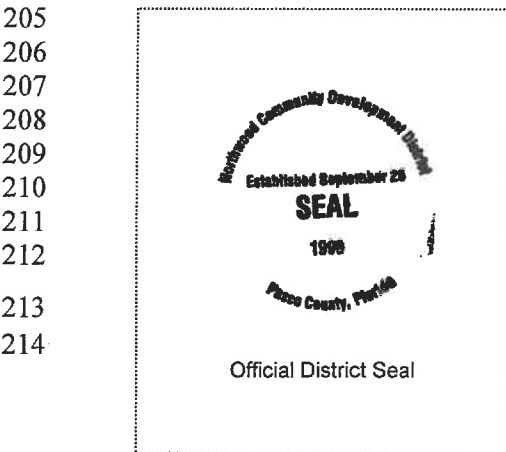
196
197 Debby Hukill
198 Printed Name

199
200 Title:
201 Secretary
202 Assistant Secretary

193
194 
195 _____
195 Signature

196
197 Karen E. Whig
198 Printed Name

199
200 Title:
201 Chairman
202 Vice Chairman



Recorded by Records Administrator


Signature

08-24-18
Date