

NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT

November 13, 2017 Minutes of the Regular Meeting

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for Northwood Community Development District was held on **Monday, November 13, 2017 at 6:30 p.m.**, at the Northwood Clubhouse located at 27248 Big Sur Drive, Wesley Chapel, Florida 33544.

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Debby Hukill led the Pledge of Allegiance and called the Regular Meeting of the Board of Supervisors of the Northwood Community Development District to order on **Monday, November 13, 2017 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

Staff Members Present:

Debby Hukill	Meritus
Josue Marquez	On-Site Personnel
Jimmy Taylor	Aquatic Systems
Chris Byrne	Vertex Water Features

There were approximately 4 residents present.

2. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

There were no audience questions or comments on agenda items.

3. VENDOR AND STAFF REPORTS

A. Aquatic Systems – Jimmy Taylor and Joe Hamilton

i. Lake Assessment

Jimmy Taylor went over the test results for ponds 4,5,6,7 and 8. Lake assessments make it possible for ASI to identify the specific issues affecting your ponds (algal growth, muck build up, suspended solids, etc) and help uncover the root cause of those issues (nutrients, oxygen depletion, etc). Based on these results, we can then custom create a management plan specific to each site and provide solutions that address each identifiable causal factor thus enhancing the effectiveness of treatment techniques and reducing treatment cost. Sites #4 & #6 exhibit high levels of phosphorous, nitrogen, ammonia and are stratified. Excess nutrient levels contribute to poor water quality and algal blooms. Increased ammonia levels are toxic to aquatic wildlife. Aeration will circulate the water column and increase oxygen levels. This will help to de-stratify the pond, reduce ammonia levels, increase oxygen concentrations and improve water quality- providing a better habitat for fish and other aquatic organisms. Alum will bind with suspended solids causing them to drop to the pond floor

48 which will increase water clarity and reduce the nutrients that algae feed on. Site #5 is exhibiting
49 similar low oxygen levels and is high in phosphorous, nitrogen and ammonia. Site #8 has high
50 phosphorous and nitrogen levels, however ammonia levels are in the desired range. Both sites #5
51 and #8 can benefit from aeration installation- that will increase oxygen levels and alum treatments-
52 that will decrease nutrient levels. Site #7 is shallow, has normal ammonia levels and is not stratified.
53 Alum is recommended to help reduce nutrient levels.

54
55 There can be several factors that are responsible for contributing to the poor quality observed on
56 sites #4-#8 such as reclaim water influx and fertilizer runoff.

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58 **ii. Discussion on Aeration Installation and Maintenance**

59 Chris Byrne went over proposal with the board since your recent Standard Lake Assessment Report
60 recommended pond aeration systems. Each of these sites are relatively small ponds with no existing
61 power supplies available. Therefore, our Design Department has recommended our solar powered
62 Britestar systems. Along with saving the cost of establishing four new electric services the District
63 will never receive any monthly electric bills! Our Britestar product leads the industry with our
64 battery free technology so the District will never have to deal with the costs associated with
65 replacement and disposal of old batteries. These systems will operate when the sun is shining and be
66 silent at night. Each one of them will circulate over a million gallons of water up from the pond
67 bottom every day. This circulation will:

- 68 - de-stratify the ponds
- 69 - increase the dissolved oxygen levels
- 70 - reduce ammonia

71
72 The Board discussed trying the solar power aerator, install, pricing and warranty. Ms. Hukill
73 recommended to try one to see how it does before installing more. Mr. Taylor recommended pond
74 6. The Board agreed to try one solar power aerator on pond 6. Mr. Byrne went over location and
75 warranty with the Board. The warranty is one year for parts, 5 years for air station and 15 years for
76 tubing. The Board asked about getting landscape around the solar pole. Management will get with
77 LMP.

80	MOTION TO:	Start with One Solar Power Aerator at Pond 6 with a not
81		to exceed \$5,000
82	MADE BY:	Supervisor Uhlig
83	SECONDED BY:	Supervisor Kilpatrick
84	DISCUSSION:	Supervisor Uhlig asked about seeing results in pond 6
85		and would like to have a report from Aquatic System.
86		Mr. Taylor and Mr. Byrne said within 2 months you
87		should see results.
88	RESULT:	Called to Vote: Motion PASSED
89		3/0 – Motion passed unanimously

90
91 Mr. Taylor went over the pond plantings that were completed for ponds 10, 14,17, 22 and 27.

93 **B. District Counsel**

94 No District Counsel Report

95 **C. District Engineer**

96 No District Engineer Report

97

98 **4. BUSINESS ITEMS**

99 **A. Discussion on Monument & Pillar Proposals**

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101 Ms. Hukill went over proposals. The Board discussed the monument proposal. They would like to
102 wait till next meeting to decide. The Board discussed the stone work on the pillars. The Board
103 looked at the pillars outside of the clubhouse. The Board would like to do the three sides of the
104 pillar close to the fence and all four sides of the other one. Plus do the front tower and easement
105 behind tower with stones.

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MOTION TO: Approve Stone work for \$7,200 and around Clubhouse
for \$1,000.

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MADE BY: Supervisor Quigley

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SECONDED BY: Supervisor Kilpatrick

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DISCUSSION: None further

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RESULT: Called to Vote: Motion PASSED

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3/0 – Motion passed unanimously

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115 The Board discussed the proposals for the front entrance sign repairs.

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MOTION TO: Approve Munyan proposal for \$1,200.

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MADE BY: Supervisor Uhlig

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SECONDED BY: Supervisor Kilpatrick

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DISCUSSION: The Board would like Munyan to look at some type of
drainage at sign.

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RESULT: Called to Vote: Motion PASSED

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3/0 – Motion passed unanimously

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125 **B. Discussion on Trash Dumpster Proposal**

126 Mr. Marquez went over the cost for a dumpster.

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MOTION TO: Approve Option B.

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MADE BY: Supervisor Uhlig

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SECONDED BY: Supervisor Kilpatrick

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DISCUSSION: None further

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RESULT: Called to Vote: Motion PASSED

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3/0 – Motion passed unanimously

134 The Board discussed the fence and expanding the concrete for dumpster. Ms. Hukill recommend an
135 almond PVC fence. The Board liked that idea and wanted to know if we can lock it.

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137 **C. General Matters of the District**

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139 **5. CONSENT AGENDA**

140 **A. Consideration of Minutes of the Board of Supervisors Meeting October 9, 2017**

141 **B. Consideration of Operations and Maintenance Expenditures October 2017**

142 **C. Review of Financial Statements Month Ending September 30, 2017**

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144 The Board reviewed the Consent Agenda items.

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MOTION TO:	Approve the Consent Agenda.
MADE BY:	Supervisor Uhlig
SECONDED BY:	Supervisor Quigley
DISCUSSION:	The Board asked about the LMP credit, irrigation cost per hour and rocks at the round-a-bout. Also about the Himes invoice on page 108.
RESULT:	Called to Vote: Motion PASSED 3/0 – Motion passed unanimously

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156 **6. MANGAGEMENT REPORTS**

157 **A. Staff Action Item List**

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

159 **1. Community Inspection Reports**

160 **i. Asset Inspection**

161 **ii. LMP Service Communication Reports**

162 **iii. OLM Service Reports**

163 **2. Sheriff's Report**

164 **3. Aquatic Systems**

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166 Ms. Hukill reviewed her reports and the action list with the Board. Mr. Marquez reviewed his
167 reports with the Board.

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170 **7. SUPERVISOR REQUESTS**

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172 Supervisor Uhlig asked about election day for CDD, pressure washing sidewalk.

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MOTION TO:	Approve Pressure Washing for Northwood Blvd. Sidewalk and Do It Every Year Around October.
MADE BY:	Supervisor Uhlig
SECONDED BY:	Supervisor Kilpatrick
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 – Motion passed unanimously

Supervisor Uhlig - fence proposal, sheriff box, new rug looks good at clubhouse, speed trailer
Supervisor Kilpatrick- appointing open board seat, basketball court and sheriff needs to check in every time.

8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

Audience members commented that the CDD is doing a good job, LMP and irrigation, painting at playground, TECO needs to trim trees around lights, speed trailer.

9. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor Kilpatrick
SECONDED BY:	Supervisor Quigley
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

206 *These minutes were done in summary format.

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

211
212 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
213 meeting held on 12-11-17.

214 [Signature]
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216 Signature

217 Debby Hukill
218
219 Printed Name

221 Title:
222 Secretary
223 Assistant Secretary

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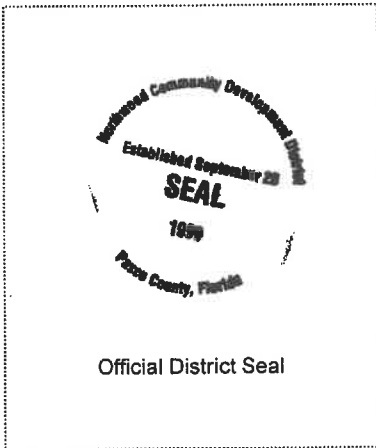
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[Signature]
Signature

Karen Uhlig
Printed Name

221 Title:
222 Chairman
223 Vice Chairman

Recorded by Records Administrator

[Signature]
Signature

12-13-2017
Date