

# NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT

January 9, 2017 Minutes of the Regular Meeting

## January 9, 2017 Minutes of the Board of Supervisors Regular Meeting

The Regular Meeting of the Board of Supervisors for Northwood Community Development District was held on **Monday, January 9, 2017 at 6:30 p.m.**, at the Northwood Clubhouse located at 27248 Big Sur Drive, Wesley Chapel, Florida 33544.

### 1. PLEDGE OF ALLEGIANCE

Debby Hukill led the Pledge of Allegiance.

### 2. CALL TO ORDER

Debby Hukill called the Regular Meeting and Public Hearing of the Board of Supervisors of the Northwood Community Development District to order on **Monday, January 9, 2017 at 6:30 p.m.**

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

Andy Mendenhall	Chairman	
Karen Uhlig	Vice Chairman	
Mimi Kilpatrick	Supervisor	<i>arrived at 6:32 p.m.</i>
Brian Quigley	Supervisor	
Barbara Cruz	Supervisor	<i>arrived at 6:34 p.m.</i>

#### Staff Members Present:

Debby Hukill	Meritus
Josue Marquez	On-Site Personnel

There were two audience members present.

### 3. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

There were no audience questions or comments at this time.

MOTION TO:	Have Pasco County off-duty officer arrive at the CDD meetings at 6:15 p.m., and if there are no problems at the meeting, the officer will begin patrolling the community starting at 6:45 p.m.
MADE BY:	Supervisor Mendenhall
SECONDED BY:	Supervisor Quigley
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

**4. VENDOR AND STAFF REPORTS**

**A. District Counsel**

Ms. Hukill stated that Mr. Babbar reached out to MPII regarding the sidewalk lawsuit with the county. They do not have any new information at this time and are waiting to have their first meeting with new Board. MPII does not have a cost estimate for this lawsuit.

**B. District Engineer**

Ms. Hukill spoke with Ms. Stewart, who said she is still trying to get a vendor for the wall repair; Ms. Hukill sent her another contact to get a proposal. Ms. Hukill also said that drain work is still in the process.

**5. BUSINESS ITEMS**

**A. Discussion on Proposal for Lighting at the Basketball and Tennis Courts**

Ms. Hukill stated that Mr. Marquez talked to Himes Electric, and they can repair the lights for less than the proposal that is in the meeting book. Himes can repair the lights for around \$8,500. Supervisor Cruz asked about adding a motion sensor for the lights. The Board discussed the lights and what time they should go off. The Board agreed to have lights go off at 9:00 pm.

MOTION TO:	Approve the Himes proposal to repair the lights, not to exceed \$8,500.
MADE BY:	Supervisor Mendenhall
SECONDED BY:	Supervisor Cruz
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

The Board also discussed putting an alarm on the gate by the clubhouse similar to the one at the pool. Mr. Marquez will look into getting the alarm for the gate.

**B. General Matters of the District**

**6. CONSENT AGENDA**

**A. Consideration of Minutes of the Board of Supervisors Meeting December 12, 2016**

**B. Consideration of Operations and Maintenance Expenditures January 2017**

**C. Review of Financial Statements Month Ending November 30, 2016**

The Board agreed to table the consent agenda items until the next meeting because the new Board members did not receive the meeting book until tonight. Supervisor Kilpatrick asked about the minutes on page 7 under Resolution for Officers; she would like that section to be reworded.

91 The Board asked about the late fees on the TECO invoices for \$3.62, \$28.99 and \$80.91. Ms. Hukill  
92 stated that Meritus will credit it back to the CDD.

## 95 **7. MANGAGEMENT REPORTS**

### 96 **A. Staff Action Item List**

97  
98 Mr. Marquez went over the Christmas lights, and the Board agreed to put Christmas lights on  
99 agenda in April for discussion regarding the FY 2018 budget.

100  
101 The Board reviewed the action item list. The Board agreed not to pay for the carpet to be cleaned  
102 for the clubhouse; they would like to revisit the floor in the clubhouse when it is time for the  
103 clubhouse to be cleaned.

### 104 **B. District Manager**

### 105 **C. Field Manager's Report**

#### 106 **1. Community Inspection Report**

#### 107 **2. Aquatics Report**

#### 108 **3. Sheriff's Report**

## 109 **8. SUPERVISOR REQUESTS**

110  
111  
112 Supervisor Kilpatrick discussed the project list, new signs, electrical outlet cover for the front, as  
113 well as a new mailbox and lighting for the clubhouse parking lot. The Board agreed that they need  
114 more lighting for the parking lot, and Mr. Marquez will look into this matter.

115  
116  
117 Supervisor Cruz asked about sheriff times and website time of meetings. The Board discussed the  
118 sheriff times and agreed to have a log at the guard house like they have done in the past.

119  
120  
121 Supervisor Mendenhall requested for staff to get a proposal for a new monument sign at the back  
122 entrance of the District; he said the inbound right side of the pond would be a good location.

123  
124 Supervisor Quigley discussed leaving the police car up front.

125  
126 Supervisor Uhlig already asked her questions before the meeting to help save time.

127  
128 The Board discussed the roundabouts; they talked about putting in landscaping and a sign at the  
129 roundabouts. The Board would like to see different proposals from LMP for the roundabouts.

130  
131 Supervisor Kilpatrick asked if management could ask LMP to give the HOA a discount for force  
132 mows since they are already onsite. Supervisor Cruz said she would also like to ask them to give a  
133 discount to homeowners once or twice a year on yard work, like tree trimming.

134  
135 The Board also asked about the county putting in "no commercial" signs at both entrances of  
136 District.

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

Audience members commented about signs, yielding for traffic issues at the roundabout, and trees that need to be trimmed in the front.

**10. ADJOURNMENT**

MOTION TO:	Adjourn.
MADE BY:	Supervisor Mendenhall
SECONDED BY:	Supervisor Quigley
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	5/0 - 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 2-13-17.

Signature

Printed Name

Title:

☐ Secretary

☒ Assistant Secretary

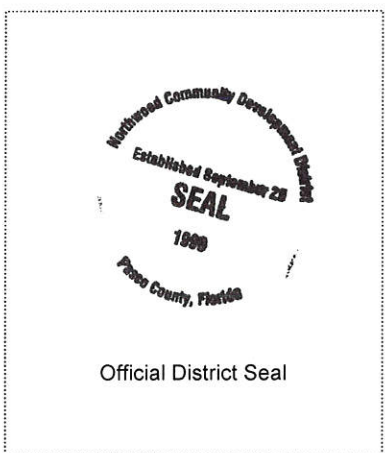
Signature

Printed Name

Title:

☒ Chairman

☐ Vice Chairman



Recorded by Records Administrator

Signature

Date