

NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT

October 10, 2016 Minutes of Regular Meeting

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, October 10, 2016 at 7:00 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, October 10, 2016 at 7:00 p.m.**

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

Andy Mendenhall	Chairman
Eric DaGama	Vice Chairman
Karen Uhlig	Supervisor
Jeff Bryson	Supervisor
Burnis Kilpatrick	Supervisor

Staff Members Present:

Debby Hukill	Meritus
Cindy Hesselbirg	On-Site Personnel

Four Audience Members Were Present

3. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

Resident thanked Supervisor Bryson for speaking up for the front entrance concerns and getting the items taken care of by the County.

4. VENDOR AND STAFF REPORTS

A. District Counsel

1. Proposed Suspension Policy & Incident Report Form

Debby Hukill went over the reports with the Board.

MOTION TO:	Approve Suspension Policy and Incident Report.
MADE BY:	Supervisor Uhlig
SECONDED BY:	Supervisor Mendenhall
DISCUSSION:	None Further.
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously

B. District Engineer

Supervisor Uhlig requested that the Board receive a monthly update on the wall repairs and ongoing projects.

5. BUSINESS ITEMS

A. Review of Priority List & Maintenance and Asset Replacement Schedule

The Board reviewed the list and schedule. They would like to have it as two different lists and leave in the meeting books each month behind the action item list. One list for priority and one for wish list.

A resident asked about Sand Hill Crane crossing signs and light fixture at the main entrance. The light needs to be bigger. The Board agreed.

B. Discussion on LMP Landscape Proposals

This item was mistakenly put in the meeting book.

C. Discussion on Aquatic Systems Lab Services & Basic Lake Assessment Agreement

Supervisor Mendenhall would like to try something else or wait to see if the ponds improve during the dry months. The Board discussed the ponds and their different options. The Board would like to test the pond themselves. Supervisor Mendenhall will contact Cindy Hesselbirg on how to do this.

D. General Matters of the District

6. CONSENT AGENDA

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

B. Consideration of Operations and Maintenance Expenditures October 2016

C. Review of Financial Statements Month Ending August 31, 2016

The Board reviewed the consent agenda items.

MOTION TO:	Approve all Consent Agenda Items.
MADE BY:	Supervisor Mendenhall
SECONDED BY:	Supervisor Uhlig
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously

7. MANGAGEMENT REPORTS

A. Staff Action Item List

The Board discussed the meet and greet workshop. They want to order signs for Community and put on website. Cindy Hesselbirg will have snacks and drinks for workshop.

The Board discussed it is almost time for the sidewalks to be pressure washed.

Cindy Hesselbirg went over sign repairs for the main entrance. The Board discussed the repairs.

MOTION TO: Approve front sign repair and repaint areas that are needed and replace caps that are needed.

MADE BY: Supervisor Mendenhall

SECONDED BY: Supervisor Uhlig

DISCUSSION: The Board discussed long term and what if they decide to paint another color. They also talked about warranty. Supervisor DaGama asked about making sure no one stand or damages the roof at main entrance. Amend motion to include holiday lighting.

RESULT: Amend Motion to include holiday lighting

MOTION TO: Amend motion to include holiday lighting.

MADE BY: Supervisor Mendenhall

SECONDED BY: Supervisor Uhlig

DISCUSSION: None Further

RESULT: Called to Vote: Motion PASSED
5/0 - Motion Passed Unanimously

Supervisor Mendenhall is against a resident working on holiday lights on CDD property. This puts the District at risk for a lawsuit.

MOTION TO: Send letter to HOA that they are ok with holiday lights but against a volunteer working on CDD property. Any company or person that installs and takes down holiday lights must have insurance naming the CDD as insured for 1 million dollars.

MADE BY: Supervisor Mendenhall

SECONDED BY: Supervisor Bryson

DISCUSSION: None Further

RESULT: Called to Vote: Motion PASSED
5/0 - Motion Passed Unanimously

B. District Manager

C. Field Manager's Report

1. Community's Inspection Report
2. OLM Inspection Report
3. Aquatics Report
4. Sheriff's Report
5. Calendar – November 2016

8. SUPERVISOR REQUESTS

Supervisor Bryson: get the word out for meet and greet for candidates.

Supervisor Mendenhall: sidewalk and class action lawsuit that a CDD is doing in Pasco County and asked if any other CDD's would like to join. Supervisor Mendenhall thinks it is a good idea to challenge the County regarding the sidewalks. The Board discussed this issue in length. Will be on next month meeting agenda along with emails from attorneys.

Supervisor DaGama: signs cleaned in Community, landscape is looking better, keep an eye on plants at entrance.

Supervisor Uhlig: wall report, very pleased with sheriff reports

9. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

Sidewalks and class action law suit. What did the original plans for the sidewalks state for the Community?

Vertical wall stamping would be cheaper

Lighting for front entrance

Ponds and natural alternatives

Planting in front of monuments

10. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor Mendenhall
SECONDED BY:	Supervisor DaGama
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

*Please note the entire meeting is available on disc.

*These minutes were done in a 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 12-12-16.

Signature

[Signature]

Printed Name

Andrew P. Madalena

Title:

☒ Chair

☐ Vice Chair

Signature

[Signature]

Printed Name

Debra H. Hill

Title:

☐ Secretary

☒ Assistant Secretary

Recorded by Records Administrator

[Signature]
Signature

12-23-16

Date

