

NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT

November 14, 2016 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, November 14, 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, November 14, 2016 at 7:00 p.m.**

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

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| Andy Mendenhall | Chairman |
| Eric DaGama | Vice Chairman |
| Karen Uhlig | Supervisor |
| Jeff Bryson | Supervisor |

Staff Members Present:

| | |
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| Debby Hukill | Meritus |
| Cindy Hesselbirg | On-Site Personnel |

Five Audience Members Were Present

3. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

There were no audience questions or comments.

4. VENDOR AND STAFF REPORTS

A. District Counsel

1. Meadow Pointe II Email re: Pasco County ROW and Sidewalk Conflict Resolution

The Board decided to table the agenda item until December.

B. District Engineer

1. Update on Wall Repairs

Debby Hukill gave an update on memo from Tonja Stewart regarding the wall repairs and drain.

5. BUSINESS ITEMS

A. Acceptance of Dissemination Agent Agreement with Disclosure Services

Debby Hukill went over the agreement with the Board.

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| MOTION TO: | Approve Dissemination Agent Agreement with Disclosure Services |
| MADE BY: | Supervisor Mendenhall |
| SECONDED BY: | Supervisor DaGama |
| DISCUSSION: | None Further |
| RESULT: | Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously |

B. Discussion on Employee Personal

Debby Hukill gave an update on Cindy Hesselbirg leaving and filling the position. Josue Marquez would like the opportunity. He has been working for Northwood for the past 3 years and knows everything about the community. The Board thanked Ms. Hesselbirg for her years of service and everything she has done for Northwood. She will be missed. The Board asked Ms. Hesselbirg what would it take for her to stay at Northwood or work part time? Ms. Hesselbirg was going to think about and talk with Management. The Board agreed to leave the hiring up to management, along with trying to work out an agreement with Ms. Hesselbirg. The Board agreed to having Josue move into full time and would like to have him on a 90-day probation to see how he does.

C. General Matters of the District

6. CONSENT AGENDA

A. Consideration of Minutes of the Board of Supervisors Meeting October 10, 2016

B. Consideration of Operations and Maintenance Expenditures November 2016

C. Review of Financial Statements Month Ending September 30, 2016

The Board reviewed the consent agenda items.

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| MOTION TO: | Approve all Consent Agenda Items. |
| MADE BY: | Supervisor DaGama |
| SECONDED BY: | Supervisor Uhlig |
| DISCUSSION: | None Further |
| RESULT: | Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously |

7. MANGAGEMENT REPORTS

A. Staff Action Item List

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

The Board reviewed the reports and action item list.

B. District Manager

C. Field Manager's Report

1. Community's Inspection Report

2. OLM Inspection Report

3. Aquatics Report

4. Perimeter Wall Painting Proposals

Celia Nichols went over proposal for painting the wall. She handed out pictures of sample colors to the Board. The Board and residents picked a few of their favorite ones. Management will get two more proposals for painting the wall.

5. Sheriff's Report

Celia Nichols went over the Christmas light proposals with the Board. The Board discussed the proposals.

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| MOTION TO: | Have no Christmas lights and save money for repairs in the District. |
| MADE BY: | Supervisor Uhlig |
| SECONDED BY: | Supervisor Bryson |
| DISCUSSION: | Supervisor DaGama liked the \$2,500 Décor Elves proposal. Supervisor DaGama also stated he would like something in the back of the community. More residents are using this entrance. Supervisor Mendenhall would like to see Christmas lights in the community. Most of the communities do it. Supervisor Uhlig heard a lot of complaints about district spending the money on lights. The board discussed this issue more and asked resident their thoughts. |
| RESULT: | Called to Vote: Motion FAILED 2/2 - Motion Failed –Supervisor DaGama & Supervisor Mendenhall Opposed |

MOTION TO: Approve the \$2,500 Proposal Illuminations
MADE BY: Supervisor DaGama
SECONDED BY: Supervisor Mendenhall
DISCUSSION: None
RESULT: Called to Vote: Motion FAILED
2/2 - Motion Failed –Supervisor Uhlig
& Supervisor Bryson Opposed

MOTION TO: Approve Staff doing Christmas lights not to exceed 1K
MADE BY: Supervisor DaGama
SECONDED BY: Supervisor Mendenhall
DISCUSSION: Motion amended to Approve Staff doing Christmas
lights not to exceed \$250.
RESULT: Called to Vote: Motion FAILED
2/2 - Motion Failed –Supervisor Uhlig
& Supervisor Bryson Opposed

MOTION TO: Approve Staff doing Christmas lights not to exceed \$150
MADE BY: Supervisor DaGama
SECONDED BY: Supervisor Mendenhall
DISCUSSION: None.
RESULT: Called to Vote: Motion PASSED
3/1 - Motion Passed – Supervisor Bryson Opposed

8. SUPERVISOR REQUESTS

Supervisor Uhlig: When will pressure washing sidewalks be done? Cindy Hesselbirg stated they have already started.

Supervisor Uhlig: When is the main sign repairs scheduled? Cindy Hesselbirg stated they will start in about three weeks.

9. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

Wall Painting Cost?

Lights and can the CDD purchase ones with more volts?

Palm tree and bushes need trimmed out front near bridge.

10. ADJOURNMENT

MOTION TO: Adjourn.
MADE BY: Supervisor DaGama
SECONDED BY: Supervisor Mendenhall
DISCUSSION: None Further
RESULT: Called to Vote: Motion PASSED
4/0 - 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



Printed Name

Andrew P. Mendenhall

Title:

☒ Chair

☐ Vice Chair

Signature



Printed Name

Debby H. Hill

Title:

☐ Secretary

☒ Assistant Secretary

Recorded by Records Administrator


Signature

12-23-16

Date

