

NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT

April 24, 2017 Minutes of the Special Meeting

Minutes of the Board of Supervisors Special Meeting

The Special Meeting of the Board of Supervisors for Northwood Community Development District was held on **Monday, April 24, 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 Special Meeting of the Board of Supervisors of the Northwood Community Development District to order on **Monday, April 24, 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 approximately 6:37 p.m.</i>
Brian Quigley	Supervisor	
Barbara Cruz	Supervisor	<i>arrived at approximately 6:53 p.m.</i>

Staff Members Present:

Debby Hukill	Meritus
Josue Marquez	On-Site Personnel
Sam Tillis	LMP

There were four residents present.

3. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

There were no audience questions or comments on agenda items.

4. BUSINESS ITEMS

A. Discussion with LMP – Sam Tillis

i. Discussion on Roundabout Proposal

The Board discussed and reviewed the proposals with Sam. Supervisor Mendenhall stated that he thinks the District should stay away from the palms that are commonly known for getting the airborne disease that causes them to die. The Board liked the Royal Palm. The Board also talked about the sign at the round-a-bout; they asked management to contact the County on the sign and see if they can move it. The Board also asked if management can follow up with the County about the white post.

48 MOTION TO: Approve the Royal Palm proposal.
49 MADE BY: Supervisor Mendenhall
50 SECONDED BY: Supervisor Quigley
51 DISCUSSION: The Board wanted to know if the 8 ft. will be showing or
52 in the ground, and Mr. Tillis answered that it will be 8 ft.
53 showing.
54 RESULT: Called to Vote: Motion PASSED
55 4/0 - Motion Passed Unanimously

56
57 The Board asked about mulch for the community. Mr. Tillis stated that he had the proposal with
58 him for mulching and it is time for the community to install mulch.
59

60 MOTION TO: Approve mulch.
61 MADE BY: Supervisor Mendenhall
62 SECONDED BY: Supervisor Uhlig
63 DISCUSSION: None Further
64 RESULT: Called to Vote: Motion PASSED
65 4/0 - Motion Passed Unanimously

66
67 Mr. Tillis stated that the palm trees will be trimmed on the first of June.
68

69 **ii. Discussion on Annual Flowers Installation**
70

71 The Board and Mr. Tillis discussed the installation of the annuals. Supervisor Uhlig said she likes
72 the annuals now that they have had time to grow and that she is very pleased with the landscaping.
73 Supervisor Kilpatrick likes the color but wants more color. Supervisor Mendenhall asked LMP if
74 they can do a mockup of the next annual installation for the June meeting so the Board can see
75 pictures of the flowers being installed. The Board and Mr. Tillis agreed that this is a good idea. The
76 Board also discussed adding more spring colors to the annuals they already have. Mr. Tillis said he
77 will get with his vendor and see what can be done to add more yellow, purple, and pink to the
78 annuals.
79

80 MOTION TO: Have LMP and management work with Supervisor
81 Kilpatrick on what would look good to be added to the
82 annuals.
83 MADE BY: Supervisor Mendenhall
84 SECONDED BY: Supervisor Cruz
85 DISCUSSION: None Further
86 RESULT: Called to Vote: Motion PASSED
87 5/0 - Motion Passed Unanimously

The Board discussed the palm proposal again and the warranty on the palm. The Board wants a four-month warranty on the palms, not 60 days. Mr. Tillis stated he will check with his boss on warranty.

Mr. Tillis left meeting.

The Board continued to discuss the warranty. They agreed that it is okay to go ahead with the proposal for the round-a-bouts if they don't get the additional warranty; however, they stressed to management that Northwood is a good client and they really want a four-month warranty. Supervisor Mendenhall texted Scott Carlson with LMP to see if they could get a four-month warranty on the palms. Scott Carlson replied and said yes.

B. Discussion on Wall Repair Proposal

The Board reviewed the proposal. Supervisor Cruz asked about the caps and how many need to be repaired. Ms. Hukill stated that six need to be replaced.

MOTION TO:	Approve the proposal from Motts for wall repair.
MADE BY:	Supervisor Quigley
SECONDED BY:	Supervisor Mendenhall
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously

The Board discussed adding a timeline and warranty to all bids. Supervisor Mendenhall stated that District Counsel does review all large-cost proposals to make sure the District is covered. District Counsel will review and write up an agreement for the painting proposal. Ms. Hukill stated she will talk with Counsel on a blanket agreement where they can write in timeline, warranty, and name on smaller bids.

C. Discussion on Proposal for Community Painting

The Board reviewed the proposal. Munyan added the pool/clubhouse and will reimburse the District for water usage. They also made sure that with the corner bead footage, the vendor would not do any more than what is in the quote without Board approval.

MOTION TO:	Approve the painting proposal with Resilience paint and attorney review.
MADE BY:	Supervisor Mendenhall
SECONDED BY:	Supervisor Cruz
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

Supervisor Uhlig wanted to make sure the District has the money for this project.

The Board then discussed the paint colors. Mr. Marquez went over what the residents told him they liked. Ms. Hukill clarified to the board which ones were options 1, 2 and 3. Option 1 is the first one on the left, facing the wall, etc. Mr. Marquez stated that most residents liked Option 1; they also liked the base on Option 3. The Board discussed which colors they liked and considered maybe using three paint colors instead of two. Supervisor Kilpatrick said that the Board should get a professional opinion on where the three paint colors should go, and the Board agreed. They asked management to contact Munyan and get with Sherwin Williams about designing options for the Board to review and discuss at the next meeting.

The Board also talked about getting a proposal for placing stones on the pillars on the wall. Ms. Hukill stated she will contact Motts for a proposal.

D. General Matters of the District

5. SUPERVISOR REQUESTS

There were no supervisor requests.

6. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

Residents asked about the Memorial Day BBQ, stop signs for the round-a-bouts, paint colors for the community, and the bond expiration date and amount.

Supervisor Quigley had to leave the meeting.

Residents also commented about the need for the off-duty officer to start ticketing, boulders at the round-a-bouts, and County signs.

7. ADJOURNMENT

MOTION TO: Adjourn.
MADE BY: Supervisor Cruz
SECONDED BY: Supervisor Kilpatrick
DISCUSSION: None Further
RESULT: Called to Vote: Motion PASSED
4/0 - 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 5-8-17.

Signature

Printed Name

Title:

☐ Secretary

☒ Assistant Secretary

Signature

Printed Name

Title:

☒ Chairman

☐ Vice Chairman



Recorded by Records Administrator

Signature

5-12-17

Date