

NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT

March 13, 2017 Minutes of the Regular Meeting

March 13, 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, March 13, 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 of the Board of Supervisors of the Northwood Community Development District to order on **Monday, March 13, 2017 at 6:33 p.m.**

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

Andy Mendenhall	Chairman	<i>arrived at approximately 7:20 p.m.</i>
Karen Uhlig	Vice Chairman	
Mimi Kilpatrick	Supervisor	
Brian Quigley	Supervisor	
Barbara Cruz	Supervisor	<i>arrived at approximately 6:36 p.m.</i>

Staff Members Present:

Debby Hukill	Meritus
Josue Marquez	On-Site Personnel
Vivek Babbar	District Counsel

There were seven audience members present.

3. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

There were no audience questions or comments at this time.

Regina Kardash from Persson & Cohen, P.A., who represents Meadow Pointe II, attended the meeting at the Northwood CDD Board's request to discuss the Meadow Pointe II and Pasco County sidewalk lawsuit. Ms. Kardash went over the history of the case and where Meadow Pointe II currently is with the lawsuit. Ms. Kardash stated that they have a meeting with Pasco County on March 27 and invited the Board members to attend if they wish. The Board discussed the lawsuit with Ms. Kardash; they also discussed and some of the concerns that some Northwood residents are having with the County in regards to the sidewalk.

Ms. Kardash left the meeting.

4. VENDOR AND STAFF REPORTS

A. District Counsel

B. District Engineer

5. BUSINESS ITEMS

A. Discussion on Proposal for Painting the Community

Ms. Hukill encouraged the residents in attendants to go outside and look at the paint samples and let the Board know which one they like. Ms. Hukill also encouraged the residents to get their neighbors to come out and look at the paint samples. The Board gave their opinions on the paint colors: Supervisor Kilpatrick liked 19-16-12-7-6, Supervisor Uhlig liked 7-11-16, Supervisor Quigley liked 7-11-16, and Supervisor Cruz liked 11-16-15-14-13-7. The residents liked 11 and 14 and did not want green. Ms. Hukill stated 11-7-16 was mentioned by the board, and the residents liked 11 as well. Mr. Marquez displayed 11-7-16 paint samples to the board.

The Board and residents discussed the paint colors. The Board agreed to have 11-7-16 painted on the inside of the wall by the clubhouse, but outside the gate, have Bill from Munyan Painting pick out trim to match each. The Board would like to have new signs ordered to announce for residents to come and vote on paint color at the clubhouse.

The Board discussed the proposal for the painting by Munyan. The Board would like to see the yearly maintenance package and asked if Munyan would lower the cost to cover the water that they will use from the clubhouse. Ms. Hukill stated that it will be on the next agenda.

B. Discussion on Roundabout Landscape Proposals – LMP

The Board reviewed the proposals. Most of the Board liked the Sylvester Palm proposal. Supervisor Quigley asked if LMP was giving the best price. Supervisor Uhlig liked the Sylvester Palm as well but didn't want to spend that much. The Board discussed the boulders and rock in the proposal as well; they wanted to be sure the boulders are big.

MOTION TO:	Approve the proposal on page 20 for \$12,129.96, the Sylvester Palm, with Supervisor Mendenhall working with management to check on warranty, height, and boulder size.
MADE BY:	Supervisor Cruz
SECONDED BY:	Supervisor Kilpatrick
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

Residents stated that the sprinklers on the main road need adjusting. Ms. Hukill will let LMP know and will make sure that they are checking them monthly.

Ms. Hukill stated that since the District is putting in landscaping at the round-a-bouts, District Counsel will need to have a maintenance agreement with the County.

Supervisor Uhlig also asked how often the District has to reseal the rocks once they are installed; Ms. Hukill will ask LMP.

C. Discussion on Annual Proposal

Ms. Hukill went over the proposals for annuals; she asked the Board which one they would like to go with, the smaller or bigger quantity. The Board discussed this and agreed to the bigger quantity.

D. Discussion on Fountain Proposal – Lake Fountain & Aeration, Inc.

Mr. Marquez went over the proposal. The Board asked about the warranty on the fountain.

MOTION TO:	Approve the fountain proposal with a not to exceed \$3,101.
MADE BY:	Supervisor Uhlig
SECONDED BY:	Supervisor Mendenhall
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

E. General Matters of the District

6. CONSENT AGENDA

A. Consideration of Minutes of the Board of Supervisors Meeting February 13, 2017

B. Consideration of Operations and Maintenance Expenditures March 2017

C. Review of Financial Statements Month Ending January 31, 2017

The Board reviewed the minutes and O&Ms. Supervisor Kilpatrick wanted to be sure it was clear in the minutes that the Board wanted to discuss the sidewalk case with Meadow Pointe II before making their final decision about whether or not they want to donate a one-time fee to Meadow Pointe II. Supervisor Kilpatrick also asked about the Spearem invoice and invoices being paid late.

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

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136 **7. MANGAGEMENT REPORTS**

137 **A. Staff Action Item List**

138 **B. District Manager**

139 **C. Field Manager's Report**

140 **1. Community Inspection Report**

141 **2. Aquatics Report**

142 **3. Sheriff's Report**

143
144 The Board reviewed the reports. Supervisor Kilpatrick asked about the white poles and if
145 management can contact the County to ask if they can put something else there instead of poles.
146

147 Ms. Hukill gave the cost of the portable signs and asked the Board which direction they would like
148 to go. The Board talked about permanent signage and portable signage. The Board thought it would
149 best to have three portable signs and get proposals for a permanent sign at the back entrance. The
150 Board would like to have a proposal that is similar to the Meadow Pointe II sign. Ms. Hukill asked
151 the Board if they would agree for her and Supervisor Kilpatrick to work together on the type of sign
152 to order for the HOA/CDD signs.
153

MOTION TO:	Have management work with Supervisor Kilpatrick on portable signs.
MADE BY:	Supervisor Mendenhall
SECONDED BY:	Supervisor Uhlig
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

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162
163 **8. SUPERVISOR REQUESTS**

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165 Supervisor Uhlig asked about the wall repair and how long it is taking for it to be completed. The
166 Board discussed this, and Supervisor Mendenhall will send management a few more people to
167 contact.
168

169 Supervisor Mendenhall said that a resident requested for Northwood do a little library. This item
170 will be on the April agenda.
171

172 Supervisor Cruz would like to see more information about the lights at the court; she would like a
173 list of TECO accounts to make sure District owns all of them.
174

175 Supervisor Kilpatrick brought up late payments, stated that the TECO name and address on invoices
176 need to be changed, and would like to see a site master invoice.
177

178 Ms. Hukill stated that LMP will do force-mows for free for the HOA. Ms. Hukill will send
179 Supervisor Kilpatrick LMP's contact information.

9. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

A resident brought up the sign and TV monitor at the front entrance that will announce HOA/CDD meetings and asked why the Board is spending more money on new signs.

Another resident mentioned mowing around the ponds and stated that LMP was on resident's driveway and stained it. Ms. Hukill will follow up with LMP.

Supervisor Mendenhall stated that the lights look good out front and in the island.

Supervisor Cruz encouraged homeowners to attend the CDD meetings.

10. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor Quigley
SECONDED BY:	Supervisor Cruz
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 5-8-17.

Signature

Debby Hukill
Printed Name

Title:

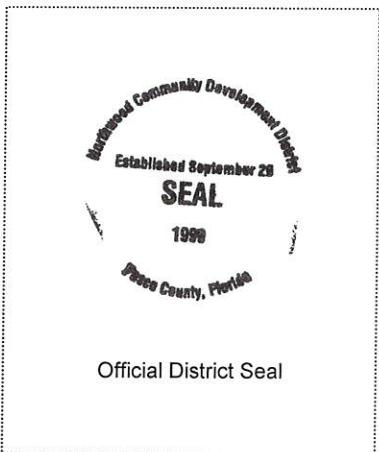
☐ Secretary
☒ Assistant Secretary

Signature

Andy MENDELHALL
Printed Name

Title:

☐ Chairman
☐ Vice Chairman



Recorded by Records Administrator

Cathy Gaudreault
Signature

6/19/2017
Date