

NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT

June 12, 2017 Minutes of the 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, June 12, 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, June 12, 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
Brian Quigley	Supervisor
Barbara Cruz	Supervisor

Staff Members Present:

Debby Hukill	Meritus
Josue Marquez	On-Site Personnel

There were four residents present.

3. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

There were no resident questions or comments.

4. VENDOR AND STAFF REPORTS

A. District Counsel

Ms. Hukill updated the Board on the request from last month regarding looking into the past lawsuits with residents that lives in Northwood. District Counsel sent over the Final Order and an order dismissing the CDD from the complaint. Mr. Babbar stated in an email that it looks like this was referred to the CDD's insurance carrier, and their attorney got the District dismissed. The Final Order did not state why the homeowner won the lawsuit, so its use as precedent is not very compelling. He suggested for the District see how the mediation between Pasco County and Meadow Pointe II turns out.

B. District Engineer

Ms. Hukill stated that Ms. Stewart reviewed the work Motts did on the wall. Ms. Stewart said the wall looks good and Motts did a good job.

5. BUSINESS ITEMS

A. Discussion on August Annual Installation Proposal – LMP

The Board reviewed the catalog of the annuals LMP sent over and discussed the dates for the annuals to be installed; they also wanted to know how long the current annuals will last. The Board would like the annuals to be installed around the first week of September with fall colors and discussed keeping a folder with all the annual invoices with the flower names with notes if they liked them or not. Each Board member chose the annuals they would like to see installed. Management will have the proposal with list of annuals at the July meeting.

Supervisor Cruz asked about the grass behind the District boundaries. Mr. Marquez stated that it belongs to the apartment complex. The Board asked management to send a letter asking the apartment complex to mow their grass.

B. General Matters of the District

6. CONSENT AGENDA

A. Consideration of Minutes of the Board of Supervisors Meeting May 8, 2017

The Board reviewed the minutes. Supervisor Uhlig asked if the website posting has been completed and if staff has received the proposals for the stones and monument. Ms. Hukill stated that the website will be updated on Wednesday and that staff still needs to obtain the dates from Munyan. The proposals are scheduled for the July meeting book. Supervisor Cruz asked about line 74 and the community barbeque.

MOTION TO:	Approve the May 8, 2017 minutes.
MADE BY:	Supervisor Mendenhall
SECONDED BY:	Supervisor Cruz
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously

B. Consideration of Operations and Maintenance Expenditures May 2017

The Board reviewed the O&Ms. Supervisor Cruz asked about the Verizon bill and why it is so high. Mr. Marquez will contact Verizon to see if the District can get a better deal. Supervisor Cruz also asked about the TECO invoices, lights at the basketball court, and timers. Supervisor Quigley asked about the dates on the Himes Electric invoices. Supervisor Kilpatrick asked about the Lakes and Fountains invoice.

MOTION TO:	Approve the May 2017 O&Ms.
MADE BY:	Supervisor Mendenhall
SECONDED BY:	Supervisor Quigley
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously

Supervisor Cruz asked about installing new mulch at the playground. Mr. Marquez will get a proposal for new playground mulch.

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

The financials were reviewed and accepted.

7. MANGAGEMENT REPORTS

A. District Manager

Ms. Hukill reviewed her report. The Board discussed the round-a-bouts. They decided not to go with lose rocks around the drain.

1. Discussion on Landowner Assessment Notice

The Board reviewed the letter that will go out to all homeowners. The Board would like to add the chart of the assessments as well as a sentence that clearly states the overall assessments are decreased and the debit service (the bond) is paid off. The phone number for the Meritus office should also be added to the letter.

B. Staff Action Item List

Ms. Hukill reviewed list with the Board. Supervisor Kilpatrick asked about getting proposals for the soccer area. Mr. Marquez will contact LMP.

C. Field Manager's Report

1. Community Inspection Reports

2. Aquatics Report

3. Sheriff's Report

The Board reviewed the reports.

8. SUPERVISOR REQUESTS

Supervisor Cruz asked about the clubhouse rentals this past weekend. The Board discussed the clubhouse rentals and the cost. Ms. Hukill suggested monitoring rentals for 2 months and see if the

District has any problems. Supervisor Mendenhall suggested putting signs on the doors to the pool during the rental to let the rentals and their guests know they cannot enter the pool area unless they have specifically rented that area, and the Board agreed. The Board also wanted to add a clause in the rental that says if the rentals and their guests use the pool, their deposit will be retained.

Supervisor Kilpatrick asked about the pond plantings. Ms. Hukill stated that staff has already obtained a proposal for pond plantings, and it will be in the July meeting book. Ms. Hukill stated that she will put pictures in with the proposal.

Supervisor Quigley requested for all Board members to be professional when sending emails.

9. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

Residents commented on the palms at the round-a-bouts and plant replacements around the playground area.

The Board discussed adding a fence around the playground. Management will obtain proposals.

Mr. Marquez asked about getting a new bench by the basketball court, and the Board approved it.

Mr. Marquez also asked about the community event for the summer. The Board discussed what type of event they should do and what date they hold the event. They would like to have this event to highlight the community enhancements and will plan it for Saturday, August 12, 2017 from 1:00 p.m. to 4:00 p.m. They would like to have hamburgers and hot dogs, face painting, a DJ, and some give-a-ways. Mr. Marquez will start a sign-up list for volunteers.

The Board requested for Mr. Marquez to schedule extra patrol on July 4th.

10. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor Mendenhall
SECONDED BY:	Supervisor Uhlig
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 7-10-17.

Signature

Printed Name

Title:

☐ Secretary

☒ Assistant Secretary

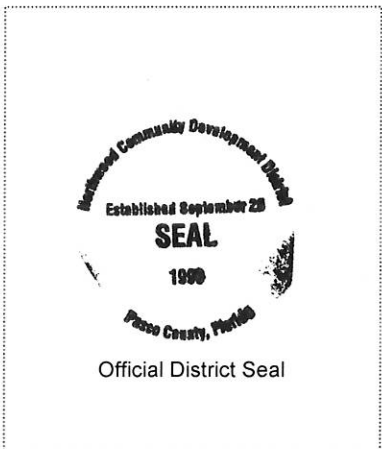
Signature

Printed Name

Title:

☒ Chairman

☐ Vice Chairman



Recorded by Records Administrator

Signature

Date