

# **NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT**

## **July 10, 2017 Minutes of the Regular Meeting**

### **Minutes of the Regular Meeting**

The Regular Meeting of the Board of Supervisors for Northwood Community Development District was held on **Monday, July 10, 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, July 10, 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 12 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**
- B. District Engineer**

#### **5. BUSINESS ITEMS**

##### **A. Discussion on Proposal for Pond Plantings**

The Board reviewed the proposal for pond plantings.

45  
46 MOTION TO: Approve the pond plantings proposal with the  
47 amendment to cut the plants in half to keep costs down,  
48 and to stay with six ponds.  
49 MADE BY: Supervisor Mendenhall  
50 SECONDED BY: Supervisor Cruz  
51 DISCUSSION: The Board discussed how residents will know not to  
52 cut down plants. Supervisor Mendenhall stated that  
53 Tonja Stewart has a form with information on it about  
54 pond plantings for residents. Management will get a  
55 copy, and it will be sent to Northwood residents. The  
56 Board discussed plants and how long they will last.  
57 They also discussed cutting the proposal in half and  
58 look at doing plantings at other ponds as well. The  
59 Board decided to amend the proposal to cut the plants  
60 in half to keep costs down, and to stay with six ponds.  
61 The Board requested to have the vendor at the next  
62 meeting to make sure that this is the right way to  
63 handle it. The Board ultimately decided to table a  
64 decision until the next meeting.  
65 RESULT: Motion died without a vote.

66  
67 **B. Discussion on Proposal for Back Entrance Monument**  
68

69 The Board reviewed and discussed the proposal. Supervisor Uhlig does not feel that the district  
70 should spend that much money right now. The Board talked about ways to get the price down and to  
71 look at doing with next year's budget.  
72

73 MOTION TO: Put Mott's on hold until next year's budget.  
74 MADE BY: Supervisor Uhlig  
75 SECONDED BY: Supervisor Mendenhall  
76 DISCUSSION: The Board discussed decreasing costs, getting the  
77 marquee removed from the sign, and if Mott's will give  
78 them a discount if they went with the pillars as well.  
79 RESULT: Called to Vote: Motion PASSED  
80 4/1 – Supervisor Cruz opposed.  
81  
82

**C. Discussion on Proposal for Stones on Pillars**

The Board discussed the proposal and felt that it is a lot of money to spend right now. They would like to see a revised proposal to have the stones go all the way up on the front tower and also do the center island pillars with stones, as well as the side monuments in the front with stones. These are the ones that are at the corners at the front. Management will get a revised proposal.

**D. Discussion on Proposal for Fall Annuals**

The Board reviewed the proposal and flowers for the fall annuals and decided that they want to go with orange and yellow colors. The Board chose to go with Profusion Zinnia Yellow Fire, Celosia Fresh Look Orange, and Celosia Fresh Look Yellow, with Caladium Aaron White to fill in.

MOTION TO:	Approve the proposal with the flowers that the Board chose.
MADE BY:	Supervisor Mendenhall
SECONDED BY:	Supervisor Quigley
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously

**E. General Matters of the District**

Ms. Hukill reviewed the playground mulch proposal with the Board.

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

Ms. Hukill reviewed soccer field turf with the Board. Supervisor Kilpatrick stated that she also wanted to see a proposal for Astro Turf. Management will get a proposal.

Next, Ms. Hukill went over the landscape enhancement proposal from LMP. The Board discussed the plants, the warranty, and if they should go ahead and it do now or wait. Supervisor Mendenhall went over the history of the problems with pine trees.

MOTION TO: Approve just having the pine trees removed and leaving the area as is.  
MADE BY: Supervisor Quigley  
SECONDED BY: Supervisor Uhlig  
DISCUSSION: None further  
RESULT: Called to Vote: Motion FAILED  
2/3 – Supervisors Cruz, Kilpatrick, and Mendenhall opposed.

The Board continued to discuss the proposal and how it would look if only the pine trees were removed.

MOTION TO: Approve the proposal but with the myrtle changed to pink instead of lavender.  
MADE BY: Supervisor Mendenhall  
SECONDED BY: Supervisor Cruz  
DISCUSSION: None further  
RESULT: Called to Vote: Motion PASSED  
3/2 – Supervisors Quigley and Uhlig opposed.

## 6. CONSENT AGENDA

- A. Consideration of Minutes of the Board of Supervisors Meeting June 12, 2017
- B. Consideration of Operations and Maintenance Expenditures June 2017
- C. Review of Financial Statements Month Ending May 31, 2017

The Board reviewed the Consent Agenda items. Supervisor Uhlig noted that the “t” should be removed in line 143 of the minutes. The Board then discussed the legal invoice and the lawsuit for the sidewalks and decided that they would like more information on the final judgment.

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

## 7. MANGAGEMENT REPORTS

### A. District Manager

**B. Staff Action Item List**

**C. Field Manager's Report**

**1. Community Inspection Reports**

**i. Asset Inspection**

**ii. OLM Inspection**

**iii. LMP Service Communication Reports**

**2. Sheriff's Report**

Ms. Hukill reviewed her reports with the Board. The Board discussed the problem with trucks coming through the community and would like for management to order signs that say "Truck Concerns: Call County" and put the County's phone number on it.

The Board discussed the timers for the court lights. Mr. Marquez will check on the timer. The Board also talked about the TECO invoices and requested a street lighting map; they asked management to look into what the \$940.86 TECO invoice was for.

The Board then discussed the garbage contract and cost, and the sheriff not writing tickets. The Board talked with the off-duty officer that was working, and the officer told them it was up to the officer if they want to write tickets. The Board asked Mr. Marquez to always put in bold "please write tickets" each time he submits the work order for an off-duty officer.

**8. SUPERVISOR REQUESTS**

Supervisor Uhlig discussed an event update, Munyan killing annuals at the wall from pressure washing, and glue on rocks at the roundabout. She also discussed the Nicolas invoices and wanted to make sure that there were no further invoices and the District has all of the work.

Supervisor Kilpatrick brought up the newsletter and having Alex help with delivery. The Board discussed at length the CDD helping with newsletter. Supervisor Kilpatrick will talk with Alex about working with the HOA directly.

Supervisor Cruz asked about Alex's hours and job responsibilities.

Supervisor Quigley asked if the alarm by the courts has been completed, and Mr. Marquez answered yes.

**9. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

Audience members commented about the bond and budget increase, Board spending, the playground mulch and to look at rubber mulch, walls and missing landscape, trucks on the roads, District Counsel's answer regarding the sidewalk lawsuit, landscape spending, wall repair damage, bounce houses, rental forms on the website, the letter to homeowners regarding the budget increase, and security on CDD property.

10. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor Mendenhall
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 8-14-17.

[Signature]

Signature

Debby Hukill

Printed Name

Title:

☐ Secretary  
☒ Assistant Secretary

[Signature]

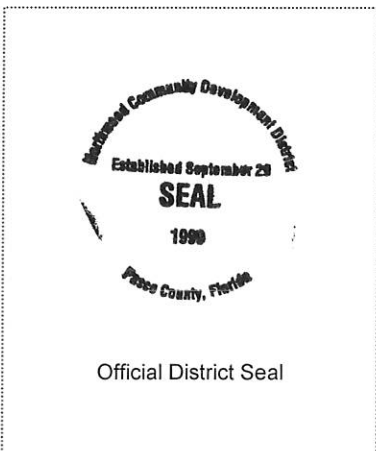
Signature

Karen E Uhlig

Printed Name

Title:

☐ Chairman  
☒ Vice Chairman



Recorded by Records Administrator

[Signature]

Signature

8-16-17

Date