

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for Northwood Community Development District was held on **Monday, May 13, 2019 at 6:30 p.m.**, at the Northwood Clubhouse located at 27248 Big Sur Drive, Wesley Chapel, Florida 33544.

1. CALL TO ORDER

Nicole Hicks called the Regular Meeting of the Board of Supervisors of the Northwood Community Development District to order on **Monday, May 13, 2019 at 6:33 p.m.**

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

- | | |
|-----------------|------------|
| Mimi Kilpatrick | Chair |
| Karen Uhlig | Supervisor |
| Barbara Cruz | Supervisor |
| Angel Medina | Supervisor |

Staff Members Present:

- | | |
|-------------------|-------------------|
| Nicole Hicks | Meritus |
| Josue Marquez | On-Site Personnel |
| Brian Mortillaro | LMP |
| Felix Laporte | LMP |
| Jason Michel | Pasco County |
| Sherman Applegate | Pasco County |
| Nelson Holt | Pasco County |

James Sellers

There were nine residents present.

2. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

A. Discussion with James Sellers

Mr. Sellers said he would like to offer the CDD some plants. He has 40-50 that he has been growing from the bulb stage. The Board discussed. Ms. Hicks asked LMP if they would be willing to plant them, and they said yes.

43
44
45
46
47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81
82

MOTION TO:	Accept plants from James Sellers.
MADE BY:	Supervisor Uhlig
SECONDED BY:	Supervisor Cruz
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion passed unanimously

B. Discussion with LMP

Mr. Mortillaro went through the proposal for the Northwood Palms Boulevard at the southeast wall. There was a question on the warranty. Mr. Mortillaro said there is a one-year warranty. Supervisor Medina asked when the work will be started. Mr. Mortillaro said one month.

MOTION TO:	Approve the proposal for Northwood Palms Blvd.
MADE BY:	Supervisor Uhlig
SECONDED BY:	Supervisor Kilpatrick
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion passed unanimously

Supervisor Cruz asked about the proposal for the tree in front of the clubhouse.

Mr. Mortillaro stated that from the inspection, some additional sod is needed. Supervisor Medina said they are about to remove a bit of sod and asked if that can be used. Mr. Mortillaro said he will make it work. Supervisor Cruz asked where the sod is going. Mr. Laporte said it will go on the hill by the pond. Supervisor Medina asked about the cutback by the bench. Supervisor Cruz said they thinned it out but did not cut it back. There was a question about a light that is not working there. Mr. Marquez said he submitted the request to TECO.

Mr. Mortillaro presented a proposal for a modification to the irrigation at the park. The Board discussed.

MOTION TO:	Approve the proposal for \$474.53.
MADE BY:	Supervisor Uhlig
SECONDED BY:	Supervisor Kilpatrick
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion passed unanimously

83 Mr. Mortillaro and the Board discussed the colors of the annuals. The Board decided on lime green
84 and yellow.

85

86 **C. Discussion with the County on Northwood Palms Blvd.**

87

88 The three representatives from the County introduced themselves: Jason Michel, Sherman Applegate,
89 and Nelson Holt. Over the past six months, the County has been doing inspections on the sewer
90 system. It has been leaking ground water into the system and infiltrating the sand, which has caused
91 holes to form in the pipe. The sand then goes into the pipe, which leads voids outside the pipe and
92 effects the integrity of the road. It was a safety concern, and that is why they closed the road. The
93 road cannot be driven on until the repair has been completed. The road will have to be stabilized, and
94 a new pipe will be put into the old pipe. Then they will pump grout, fill the voids, and line the manhole
95 covers. They have asked the Sheriff's office for increased patrols. They also said that the County is
96 paying for the repairs.

97

98 There was a question if they increased traffic has anything to do with the problem. The County
99 representatives answered no, that it has nothing to do with the failure to the pipe. It was the wrong
100 application for the pipe, and the age of the pipe also plays a role. A resident said the rerouting through
101 the community and speeding is a major safety concern for children at the bus stops. There were several
102 comments about safety concerns. The off-duty deputy present said residents can call 800-854-2862,
103 ext. 7757 to voice safety concerns with the Sheriff's Office. The Sheriff's Office may also set up extra
104 enforcement.

105

106

107 **3. VENDOR/STAFF REPORTS**

108 **A. District Counsel**

109 **B. District Engineer**

110

111 There were no reports from Counsel or the Engineer at this time.

112

113

114 **4. BUSINESS ITEMS**

115 **A. Annual Disclosure of Qualified Electors**

116

117 Ms. Hicks stated that Northwood CDD had 1,558 qualified electors as of April 15, 2019.

118

119 **B. Consideration of Resolution 2019-02; Approving Proposed FY 2020 Budget & Setting**
120 **Public Hearing**

121

122 Ms. Hicks went over the resolution and budget line items with the Board. The Board decided to reduce
123 the following line items: the Engineer, advertising, bank fees, dues, District Counsel, water utility
124 service, field staff, and the landscape contract. Supervisor Cruz asked about the waste management
125 services fee. She said they are charging for 678 units, but it should be 638. The Board discussed and
126 would like to look into further.

127

128
129

MOTION TO:	Approve Resolution 2019-02.
MADE BY:	Supervisor Uhlig
SECONDED BY:	Supervisor Kilpatrick
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion passed unanimously

136
137
138

C. Discussion on Meeting Date with County

139 Ms. Hicks asked when the Board would like to meet with the County for a follow-up on the previous
140 items. The Board discussed and decided on June 24, 2019 at noon.

141
142

All of the other items in the meeting were tabled until next month.

143
144
145
146

D. Discussion on Off-Duty Deputy Schedule

E. General Matters of the District

5. CONSENT AGENDA

- 148 **A. Consideration of Minutes of the Continued Meeting March 25, 2019**
- 149 **B. Consideration of Minutes of the Regular Meeting April 8, 2019**
- 150 **C. Consideration of Operations and Maintenance Expenditures March 2019**
- 151 **D. Review of Financial Statements Month Ending March 31, 2019**

152
153

6. MANGAGEMENT REPORTS

- 154 **A. Staff Action Item List**
- 155 **B. Field Manager’s Report**
 - 156 **1. Community Inspection Reports**
 - 157 **i. Asset Inspection**
 - 158 **ii. Aquatics Report**
 - 159 **iii. Clubhouse Calendar**
 - 160 **2. Sheriff’s Report**

161
162

7. SUPERVISOR REQUESTS

163
164
165 There were no supervisor requests at this time.

166
167

8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

168
169
170 There were no audience questions or comments.

171
172

173 9. ADJOURNMENT

174

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

181

182 *These minutes were done in summary format.

183

184 *Each person who decides to appeal any decision made by the Board with respect to any matter considered at
185 the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made,
186 including the testimony and evidence upon which such appeal is to be based.

187

188 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
189 meeting held on 06-24-19.

190

191 Nicole Hicks
192 Signature

193

194 Nicole Hicks
195 Printed Name

196

197 Title:

- 198 Secretary
- 199 Assistant Secretary

200

201

202

203

204

205

206

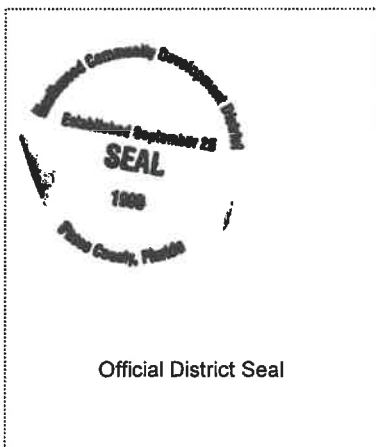
207

208

209

210

211



Mimi Kilpatrick
Signature

Mimi Kilpatrick
Printed Name

Title:

- Chairman
- Vice Chairman

Recorded by Records Administrator

[Signature]
Signature

06-27-19
Date