

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for Northwood Community Development District was held on **Monday, November 19, 2018 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, November 19, 2018 at 6:30 p.m.**

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

Karen Uhlig	Vice Chairman
Brian Quigley	Supervisor
Mimi Kilpatrick	Supervisor
Barbara Cruz	Supervisor

Staff Members Present:

Nicole Hicks	Meritus
Josue Marquez	On-Site Personnel
Felix Laporte	LMP

There were five residents present.

2. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

There were no audience questions or comments on agenda items.

3. VENDOR/STAFF REPORTS

A. Discussion with LMP

Felix Laporte with LMP went over the annuals proposal and poinsettias. The Board discussed the proposals and possible locations for the poinsettias. They decided they would like the poinsettias at the point when first coming in through the main entrance, and the remaining poinsettias should go in the second median. Supervisor Uhlig asked Mr. Laporte if he thinks the poinsettias will do well there, and if not, if they will be replaced. Mr. Marquez brought out a map to clarify the locations.

NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT

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MOTION TO:	Approve the proposal for the annuals and have them installed by the end of November.
MADE BY:	Supervisor Uhlig
SECONDED BY:	Supervisor Kilpatrick
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion passed unanimously

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52 The Board continued to go over the poinsettias.

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MOTION TO:	Approve the proposal for poinsettias and have them installed at the same time as the annuals.
MADE BY:	Supervisor Uhlig
SECONDED BY:	Supervisor Quigley
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion passed unanimously

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62 The Board discussed the proposal to remove the dead palm trees. Supervisor Cruz said she needs
63 pictures. The Board then discussed the proposal to remove the dead cactus. Supervisor Cruz said she
64 needs a picture for this as well. The Board also discussed the proposal to remove the dead pine trees.
65 Supervisor Cruz said she needs pictures for all of the proposals prior to approving.

66

67 Supervisor Uhlig asked for a proposal to fill in the area towards the end of the community. There is
68 about 10 to 12 feet of open area.

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70 The Board discussed Cornerstone's proposal for the sidewalk drainage repair at the amenity center.
71 The Board would like to know about the warranty.

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MOTION TO:	Approve Cornerstone's proposal for the drainage repair at the amenity center with the work to start by January 2, 2019.
MADE BY:	Supervisor Uhlig
SECONDED BY:	Supervisor Kilpatrick
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion passed unanimously

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82 *Mr. Laporte left the meeting.*

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- 84 **B. District Counsel**
- 85 **C. District Engineer**

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88 **4. BUSINESS ITEMS**

89 **A. Discussion on Pool Vendor**

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91 Ms. Hicks said the issues with the pool vendor did not just start, and Harvey gave notice effective

92 immediately. The Board discussed the two proposals and decided they would like to go with Suncoast

93 Pool Service and have five days of service June through September and three days of service for the

94 rest of the year.

96 MOTION TO: Approve the proposal from Suncoast Pool Service.

97 MADE BY: Supervisor Uhlig

98 SECONDED BY: Supervisor Kilpatrick

99 DISCUSSION: None further

100 RESULT: Called to Vote: Motion PASSED

101 4/0 – Motion passed unanimously

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103 **B. Discussion on Cornerstone Proposals**

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105 The Board discussed the proposals. There was a question on where the proposal is for the existing

106 erosion restoration. Ms. Hicks will check with Tonja Stewart. The Board discussed the traffic and

107 large trucks and wanted to know if that had anything to do with the current issue. Ms. Hicks said that

108 while they are on the topic, she wanted to let the Board know she contacted the County, and they said

109 the first step is to have an updated traffic study completed. There was some additional discussion on

110 the streets. Supervisor Cruz asked about the cameras. The Board discussed the proposal to repair the

111 pavers.

113 MOTION TO: Accept the proposal to repair the pavers.

114 MADE BY: Supervisor Uhlig

115 SECONDED BY: Supervisor Kilpatrick

116 DISCUSSION: None further

117 RESULT: Called to Vote: Motion PASSED

118 4/0 – Motion passed unanimously

119

120 The Board continued to discuss the pavers. Supervisor Cruz asked if they were going to completely

121 surround the wall of vegetation with concrete. The Board discussed this proposal as well as the next

122 proposal regarding the pavers. The Board asked for further clarification and to bring back more

123 information to the next meeting.

124

125 Supervisor Uhlig rescinded her original motion to approve the proposal for the paver repair.

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127 **C. General Matters of the District**

128
129 Ms. Hicks provided some additional information regarding the ADA website compliance and
130 additional pricing. Supervisor Quigley asked about the possibility of having software for updating the
131 site moving forward.

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133 Ms. Hicks let the board know that she spoke with Chris Byrne from Vertex, and he said they will
134 have the data collected by the end of the month. The report will be ready for the next meeting.

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137 **5. CONSENT AGENDA**

138 **A. Consideration of Minutes of the Regular Meeting October 8, 2018**

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140 The Board reviewed the minutes. Supervisor Uhlig asked about the force mow and the CDD being
141 reimbursed. Ms. Hicks said she contacted the HOA manager, and the CDD will be reimbursed.
142 Supervisor Uhlig asked about the pool tables being welded. Mr. Marquez said he spoke with two
143 welders, and they said the tables are not fixable. The Board discussed what they would like to do and
144 asked Mr. Marquez to get some proposals for commercial grade pool tables. There was also a question
145 about the mulch and if they are still owed any or if it was put down.

146
147 Supervisor Uhlig asked about the Christmas lights, and Mr. Marquez said they will be put up this
148 week. Supervisor Cruz wanted to make sure the lights would be put up without damaging the plants.
149 Supervisor Kilpatrick said she went to Sam's, and they had some reindeer she liked. She showed the
150 Board a picture. Supervisor Kilpatrick also showed the Board a light-up tree. The Board discussed
151 and decided they would like for Mr. Marquez to purchase the deer for \$179 and the two light-up trees
152 for \$99 each.

153

154	MOTION TO:	Approve the October 8, 2018 minutes.
155	MADE BY:	Supervisor Cruz
156	SECONDED BY:	Supervisor Kilpatrick
157	DISCUSSION:	None further
158	RESULT:	Called to Vote: Motion PASSED
159		4/0 – Motion passed unanimously

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161 **B. Consideration of Operations and Maintenance Expenditures September 2018**

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163 The Board reviewed the O&Ms. Supervisor Uhlig asked about the hit and run. Mr. Marquez provided
164 a status update. Supervisor Cruz asked about the contracts that she requested. Ms. Hicks said she sent
165 them. Supervisor Cruz also asked about the lighting proposal for the monument from LMP. There
166 was some discussion on the fixtures and if they should be changed to LED bulbs. Supervisor Cruz
167 brought up the new boulders and said they look like pancakes. The Board discussed getting solar up-
168 lighting for the two palm trees by the boulders. The Board said Mr. Marquez could get one light for
169 each tree with a maximum amount of \$300 to be spent. Supervisor Quigley asked why the fixture and
170 maintenance charge is different on various electric invoices. Supervisor Cruz asked why the kilowatts
171 vary so much at different times of the year and not when they would be expected to vary. Supervisor

172 Cruz brought up the possibility of removing the cable from the Frontier account and moving to
173 streaming. Mr. Marquez will see how much it would reduce the bill to just have internet and phone.
174 Supervisor Cruz said she would like to see the total amount of payments made to LMP for the last
175 fiscal year.
176

177	MOTION TO:	Approve the September 2018 O&Ms.
178	MADE BY:	Supervisor Quigley
179	SECONDED BY:	Supervisor Cruz
180	DISCUSSION:	None further
181	RESULT:	Called to Vote: Motion PASSED
182		4/0 – Motion passed unanimously

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184 **C. Review of Financial Statements Month Ending September 30, 2018**

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186 The financials were reviewed and accepted.

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189 **6. MANGAGEMENT REPORTS**

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A. Staff Action Item List

191

192 Mr. Marquez asked if the Board would like to do anything for New Year's. The Board discussed and
193 said it would need to be planned earlier but keep the date as reserved in case anything changes.

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195 **B. Field Manager's Report**

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1. Community Inspection Reports

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i. Asset Inspection

198

ii. Aquatics Report

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iii. Clubhouse Calendar

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2. Sheriff's Report

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202 Supervisor Cruz asked why the Sheriffs are patrolling at 10:00 a.m. on a Sunday. Mr. Marquez said
203 this is how he had it scheduled. The Board discussed the schedule. Supervisor Cruz said she thinks it
204 should be changed. She would like a different schedule next month so people don't know when the
205 deputy will be onsite.

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208 **7. SUPERVISOR REQUESTS**

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210 Supervisor Uhlig asked if the basketball hoop that is not being used can be removed. She also asked
211 about the wall repair by Munyan. Mr. Marquez said Billy Munyan came by and looked at the issues
212 and will repair them. The Board would like for the repairs to be completed by January 1, 2019.

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215 **8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

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217 A resident brought up an issue with parties the Saturday before Halloween and asked if a deputy can
218 be onsite next year.

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221 **9. ADJOURNMENT**

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223	MOTION TO:	Adjourn at 9:07 p.m.
224	MADE BY:	Supervisor Kilpatrick
225	SECONDED BY:	Supervisor Quigley
226	DISCUSSION:	None Further
227	RESULT:	Called to Vote: Motion PASSED
228		4/0 - Motion Passed Unanimously

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NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT

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231 *These minutes were done in summary format.

232
233 *Each person who decides to appeal any decision made by the Board with respect to any matter considered at
234 the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made,
235 including the testimony and evidence upon which such appeal is to be based.

236
237 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
238 meeting held on 12.10.18.

239
240 Nicole Hicks
241 Signature

242 Nicole Hicks
243 Printed Name

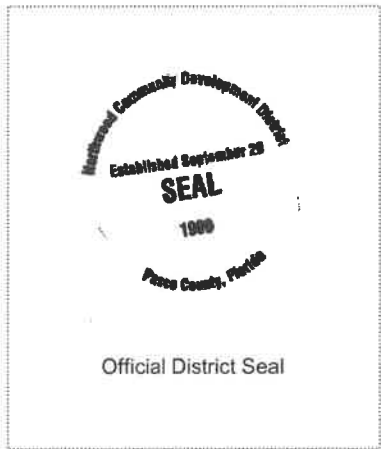
244
245
246 Title:
247 Secretary
248 Assistant Secretary

Mimi Kipatrak
Signature

Mimi Kipatrak
Printed Name

246 Title:
247 Chairman
248 Vice Chairman

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Recorded by Records Administrator

M. J. [Signature]
Signature

12.20.18
Date