

NORTHWOOD COMMUNITY DEVELOPMENT DISTRICT

January 29, 2018 Minutes of the Continued Meeting

Minutes of the Continued Meeting

The Continued Meeting of the Board of Supervisors for Northwood Community Development District was held on **Monday, January 29, 2018 at 6:30 p.m.**, at the Northwood Clubhouse located at 27248 Big Sur Drive, Wesley Chapel, Florida 33544.

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Debby Nussel led the Pledge of Allegiance and called the Regular Meeting of the Board of Supervisors of the Northwood Community Development District to order on **Monday, January 29, 2018 at 6:34 p.m.**

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

Karen Uhlig	Vice Chairman	<i>Via Conference Call</i>
Mimi Kilpatrick	Supervisor	
Brian Quigley	Supervisor	
Barbara Cruz	Supervisor	

Staff Members Present:

Debby Nussel	Meritus
Josue Marquez	On-Site Personnel
Brian Mortillaro	LMP
Scott Carlson	LMP

There were approximately **3** residents present.

Mrs. Nussel asked the Board to make a motion to allow Supervisor Uhlig to participate and vote by speakerphone.

MOTION TO:	Allow Supervisor Uhlig to participate and vote by speakerphone.
MADE BY:	Supervisor Cruz
SECONDED BY:	Supervisor Kilpatrick
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 – Motion passed unanimously

2. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

There were no audience questions or comments on agenda items.

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
83
84
85
86
87
88
89
90

3. VENDOR AND STAFF REPORTS

A. District Counsel

No District Counsel Report

B. District Engineer

No District Engineer Report

4. BUSINESS ITEMS

A. Discussion on LMP Payment and OLM Inspection

Brian Mortillaro from LMP went over the changes LMP has made over the last month. The trees on the on the main Blvd. have been trimmed at no extra cost. LMP sent proposal for stump removals. LMP did receive the approval to remove the dead pines. LMP replaced the dead annuals at the front with annuals with color. LMP did a complete irrigation inspection. LMP has had extra staff onsite to help get caught up. LMP took questions from the Board and residents. The Board asked several questions. What can LMP do to improve? The Board asked LMP to attend more meetings. LMP stated they will be at the next 6 months of meetings to touch base with the Board. The Board wanted LMP to follow-up to detail and really make this a place homeowners can be proud of. The Board discussed the trees, annuals, turf at the clubhouse with LMP. The Board did not want to see any carryover from the last inspections. The Board discussed annuals with LMP and when to install. LMP said March or April would be a good time to install the spring annuals. They will have options for the Board at the next meeting.

LMP left the meeting

The Board discussed the fall/winter annual invoice. Supervisor Kilpatrick wanted the tree replaced at the round-a-bout. The Board wanted to know what LMP is willing to pay since they did a bad job installing the annuals. Supervisor Quigley stated the district should pay for labor only. Mr. Marquez reviewed LMP plans for the next two weeks.

B. Discussion on Landscape Maintenance Proposals

- 1. Amazing Service Group**
- 2. Brightview Landscape**
- 3. Buccaneer Landscape Management**
- 4. Greenview Landscaping, Inc**
- 5. Green Expectations Landscaping**
- 6. Yellowstone Landscape**

The Board discussed LMP contract and the proposals they received from other vendors. Supervisor Quigley felt they should give LMP three months to make things right and then evaluate. Supervisor Kilpatrick wanted to go month to month. Supervisor Uhlig and Supervisor Cruz agreed with the month to month. The Board decided to go month to month with LMP. The Board wanted to go ahead and talk with other landscape vendors so they would be ready to switch if needed. The Board agreed to have Brightview at the next meeting. The Board discussed the letter from Paul Woods with OLM in regards to the freeze damage

91 MOTION TO: Withhold \$1,900 from the LMP monthly invoice.
92 MADE BY: Supervisor Quigley
93 SECONDED BY: Supervisor Cruz
94 DISCUSSION: None further
95 RESULT: Called to Vote: Motion PASSED
96 4/0 – Motion passed unanimously

97
98 **C. General Matters of the District**

99 Supervisor Cruz asked about the off-duty officer and times they are working. Supervisor Cruz is very
100 concerned about the speeding on the main Blvd. during the morning when the school bus is loading
101 kids

102
103 **5. CONSENT AGENDA**

104 **A. Consideration of Minutes of the Board of Supervisors Meeting December 11, 2017**

105 The board reviewed the minutes.
106

107 MOTION TO: Approve Minutes of the Board of Supervisors Meeting
108 December 11, 2017.
109 MADE BY: Supervisor Quigley
110 SECONDED BY: Supervisor Cruz
111 DISCUSSION: None further
112 RESULT: Called to Vote: Motion PASSED
113 4/0 – Motion passed unanimously

114
115 **B. Consideration of Operations and Maintenance Expenditures December 2017**
116

117 The Board reviewed the O&M's. Mrs. Nussel stated the LMP irrigation invoice for \$56.13 will be
118 credited from LMP. Mrs. Nussel stated the irrigation cost repairs is \$45.00 for one person and
119 \$75.00 for two people. Mr. Marquez gave update on cameras. Supervisor Cruz asked about the
120 Decorating Elves invoices and wanted to look at the Christmas light in September.
121

122 MOTION TO: Approve the Operations and Maintenance Expenditures
123 December 2017.
124 MADE BY: Supervisor Quigley
125 SECONDED BY: Supervisor Kilpatrick
126 DISCUSSION: None further
127 RESULT: Called to Vote: Motion PASSED
128 4/0 – Motion passed unanimously

129
130 **C. Review of Financial Statements Month Ending December 31, 2017**

131 The board reviewed and accepted the financials.

132 **6. MANGAGEMENT REPORTS**

133 **A. Staff Action Item List**

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

135 **1. Community Inspection Reports**

136 **i. Asset Inspection**

137 **ii. LMP Service Communication Reports**

138 **iii. Aquatics Report**

139 **iv. Clubhouse Calendar**

140 **2. Sheriff's Report**

141
142 Mr. Marquez updated the Board on the pool repairs. Mrs. Nussel updated the Board on the pond
143 aerator and the delay to get it installed. The vendor has been back logged. The Board would like
144 them to attend the next meeting.

145
146 **7. SUPERVISOR REQUESTS**

147 There was a request for a sidewalk update.

148
149 **8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

150 There were comments made about kids jumping on utility boxes in community. The Board wanted
151 to get landscape proposal for around utility box at 27136 Big Sur.

152
153 **9. ADJOURNMENT**

154
155 **MOTION TO:** Adjourn
156 **MADE BY:** Supervisor Cruz
157 **SECONDED BY:** Supervisor Kilpatrick
158 **DISCUSSION:** None Further
159 **RESULT:** Called to Vote: Motion PASSED
160 4/0 - Motion Passed Unanimously

161
162

163 *These minutes were done in summary format.

164
165 *Each person who decides to appeal any decision made by the Board with respect to any matter considered at
166 the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made,
167 including the testimony and evidence upon which such appeal is to be based.

168 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
169 meeting held on 03-12-2018.

171 Karen E. Uhlig
172
173 Signature

174 Karen E. Uhlig
175
176 Printed Name

178 Title:
179 Secretary
180 Assistant Secretary

[Signature]
173 Signature

[Signature]
174
175 Printed Name
176 ASA Secretary

178 Title:
179 Chairman
180 Vice Chairman

182 Recorded by Records Administrator

[Signature]
183
184
185
186
187
188
189
190
191
192

Signature
03-28-18
Date

