

**SPENCER CREEK  
COMMUNITY DEVELOPMENT DISTRICT**

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**October 17, 2019 Minutes of Continued Audit Committee & Regular Meeting**

**Minutes of the Continued Audit Committee & Regular Meeting**

The Continued Audit Committee & Regular Meeting of the Board of Supervisors for the Spencer Creek Community Development District was held on **Thursday, October 17, 2019 at 2:00 p.m.** at The Offices of Meritus located at 2005 Pan Am Circle, Suite 300, Tampa, FL 33607.

**1. CALL TO ORDER**

Debby Nussel called the Continued Audit Committee & Regular Meeting of the Board of Supervisors of the Spencer Creek Community Development District to order on **Thursday, October 17, 2019 at 2:00 p.m.**

**Board Members Present and Constituting a Quorum:**

Jeff Hills	Chair	
Nick Dister	Vice Chair	
Ryan Motko	Supervisor	
Kelly Evans	Supervisor	
Laura Coffey	Supervisor	<i>appointed during the meeting</i>

**Staff Members Present:**

Debby Nussel	District Manager, Meritus
Brian Lamb	Meritus

There were no members of the general public in attendance.

**2. PUBLIC COMMENTS ON AGENDA ITEMS**

There were no public comments on agenda items.

**3. RECESS TO THE AUDIT COMMITTEE MEETING**

Mrs. Nussel directed to the Board to recess to the Audit Committee meeting.

**4. AUDIT COMMITTEE MEETING**

**A. Call to Order/Roll Call**

Mrs. Nussel called the meeting to order.

**B. Appoint Chairman**

Mrs. Nussel was appointed the Chairman.

49 **C. Selection of Criteria for Evaluation of Proposals**  
50 **D. Determine Date, Time, Location, and RFP Required**

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52 The Committee briefly reviewed the selection of criteria for the evaluation of the proposals.  
53 They asked for all of the RFPs to be back in time for their November 7, 2019 meeting.

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55 **E. Determine Date of Next Committee Meeting**

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57 The next Audit Committee meeting will be held on November 7, 2019.

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60 **5. RETURN AND PROCEED TO REGULAR MEETING**

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62 Mrs. Nussel directed the Board to return and proceed to the regular meeting.

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65 **6. BUSINESS ITEMS**

66 **A. Consideration of Resolution 2020-01; Re-Designating Officers**

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68 Ryan Motko resigned from the Board of Supervisors. The Board discussed appointing Laura  
69 Coffey to the open seat.

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71 MOTION TO: Appoint Laura Coffey to Seat 3.  
72 MADE BY: Supervisor Evans  
73 SECONDED BY: Supervisor Hills  
74 DISCUSSION: None further  
75 RESULT: Called to Vote: Motion PASSED  
76 3/0 - Motion Passed Unanimously

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78 Mrs. Nussel led Laura Coffey in reciting the Oath of Office.

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80 The Board discussed the officer positions.

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82 MOTION TO: Appoint Supervisor Evans as the Chair.  
83 MADE BY: Supervisor Coffey  
84 SECONDED BY: Supervisor Hills  
85 DISCUSSION: None further  
86 RESULT: Called to Vote: Motion PASSED  
87 4/0 - Motion Passed Unanimously

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90 The Board continued to discuss the officer positions.  
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MOTION TO:	Appoint Supervisor Coffey as the Vice Chair.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Hills
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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99 Mrs. Nussel reviewed the resolution with the Board.

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MOTION TO:	Approve Resolution 2020-01 with Supervisor Evans as Chair, Supervisor Coffey as Vice Chair, Brian Lamb with Meritus as Secretary, Eric Davidson with Meritus as Treasurer, and Mrs. Nussel and the rest of the Board as Assistant Secretaries.
MADE BY:	Supervisor Hills
SECONDED BY:	Supervisor Coffey
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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**B. Consideration of Resolution 2020-02; Reserve Account Release Transfer**

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Mrs. Nussel reviewed the resolution with the Board.

MOTION TO:	Approve Resolution 2020-02.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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**C. General Matters of the District**

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- 127 **7. CONSENT AGENDA**
- 128 **A. Consideration of Minutes of the Regular Meeting August 22, 2019**
- 129 **B. Consideration of Operations and Maintenance Expenditures August 2019**
- 130 **C. Review of Financial Statements Month Ending August 31, 2019**

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132 The Board reviewed the Consent Agenda items.

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MOTION TO:	Approve the Consent Agenda.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously

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- 142 **8. VENDOR AND STAFF REPORTS**
- 143 **A. District Counsel**
- 144 **B. District Engineer**
- 145 **C. District Manager**
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147 There were no vendor or staff reports at this time.

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150 **9. SUPERVISOR REQUESTS**

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152 There were no supervisor requests.

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155 **10. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION**

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157 There were no audience questions or comments.

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160 **11. ADJOURNMENT**

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MOTION TO:	Adjourn.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Hills
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously

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170 \*Please note the entire meeting is available on disc.

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172 \*These minutes were done in summary format.

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

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179 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly  
180 noticed meeting held on 11-07-19.

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183

Brian Lamb

Kelly Evans

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Signature

Signature

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Brian Lamb

Kelly Evans

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Printed Name

Printed Name

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Title:

Title:

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Secretary

Chairman

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Assistant Secretary

Vice Chairman

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195

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*Recorded by Records Administrator*

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Brittany Crutchfield

200

Signature

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202

11-07-19

203

Date

Spencer Creek Community Development District

**SEAL**

Established October 18, 2018  
Hillsborough County, Florida

Official District Seal