

**SPENCER CREEK  
COMMUNITY DEVELOPMENT DISTRICT**

**November 7, 2019 Minutes of Audit Committee & Regular Meeting**

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

The Audit Committee & Regular Meeting of the Board of Supervisors for the Spencer Creek Community Development District was held on **Thursday, November 7, 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**

Nicole Hicks called the Audit Committee & Regular Meeting of the Board of Supervisors of the Spencer Creek Community Development District to order on **Thursday, November 7, 2019 at 2:00 p.m.**

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

Kelly Evans	Chair
Laura Coffey	Vice Chair
Nick Dister	Supervisor
Lori Campagna	Supervisor

**Staff Members Present:**

Nicole Hicks                      District Manager, 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**

Ms. Hicks directed to the Board to recess to the Audit Committee meeting.

**4. AUDIT COMMITTEE MEETING**

**A. Open the Audit Committee Meeting**

MOTION TO:	Open the Audit Committee meeting.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Coffey
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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**B. Evaluate and Rank the Audit Proposals**  
**i. Grau & Associates**

Ms. Hicks went over that they had received one proposal for auditing services from Grau & Associates. Management recommends going with Grau & Associates because they have 30 years of experience and 297 CDDs that they currently do audits for. The pricing is for a five-year contract. After three, the Board can go out for RFP. There is a price break for five years.

**C. Finalize the Ranking and Consideration of Audit Committee Recommendation**

The Board discussed the proposal.

<b>MOTION TO:</b>	Go with Grau & Associates.
<b>MADE BY:</b>	Supervisor Evans
<b>SECONDED BY:</b>	Supervisor Campagna
<b>DISCUSSION:</b>	None further
<b>RESULT:</b>	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

**D. Close the Audit Committee Meeting**

<b>MOTION TO:</b>	Close the Audit Committee meeting.
<b>MADE BY:</b>	Supervisor Evans
<b>SECONDED BY:</b>	Supervisor Coffey
<b>DISCUSSION:</b>	None further
<b>RESULT:</b>	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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

Ms. Hicks directed the Board to return and proceed to the regular meeting.

**6. BUSINESS ITEMS**

**A. Consideration of Audit Committee Recommendations and Evaluation**

The Board reviewed the Audit Committee's recommendations.

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MOTION TO:	Accept the Audit Committee recommendation to go with Grau & Associates.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Coffey
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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**B. Acceptance of TECO Outdoor Lighting Agreement**

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The Board reviewed the TECO Outdoor Lighting Agreement.

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MOTION TO:	Accept the TECO Outdoor Lighting Agreement.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Coffey
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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**7. CONSENT AGENDA**

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**A. Consideration of Minutes of the Regular Meeting October 3, 2019**

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The Board reviewed the October 3, 2019 minutes.

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MOTION TO:	Approve the October 3, 2019 minutes.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Campagna
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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**B. Consideration of Minutes of the Continued Meeting October 17, 2019**

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The Board reviewed the October 17, 2019 minutes.

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MOTION TO: Approve the October 17, 2019 minutes.  
MADE BY: Supervisor Evans  
SECONDED BY: Supervisor Coffey  
DISCUSSION: None further  
RESULT: Called to Vote: Motion PASSED  
4/0 - Motion Passed Unanimously

**C. Consideration of Operations and Maintenance Expenditures September 2019**

The Board reviewed the O&Ms.

MOTION TO: Approve the September 2019 O&Ms.  
MADE BY: Supervisor Evans  
SECONDED BY: Supervisor Coffey  
DISCUSSION: None further  
RESULT: Called to Vote: Motion PASSED  
4/0 - Motion Passed Unanimously

**D. Review of Financial Statements Month Ending September 30, 2019**

The Board reviewed the accepted the financials.

**8. VENDOR AND STAFF REPORTS**

- A. District Counsel**
- B. District Engineer**
- C. District Manager**

There were no vendor or staff reports at this time.

**9. SUPERVISOR REQUESTS**

There were no supervisor requests.

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

There were no audience questions or comments.

169 **11. ADJOURNMENT**

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

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

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180 *\*These minutes were done in summary format.*

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

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187 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly**  
188 **noticed meeting held on 05-07-20.**

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191 Brian Lamb  
192 **Signature**

Kelly Evans  
**Signature**

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194 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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Spencer Creek Community Development District

**SEAL**

Established October 16, 2018  
Hillsborough County, Florida

Official District Seal

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*Recorded by Records Administrator*

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Brittany Crutchfield

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*Signature*

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05-11-20

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*Date*

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