

**CREEK PRESERVE
COMMUNITY DEVELOPMENT DISTRICT**

1 **August 22, 2019 Minutes of Audit Committee Meeting, Public Hearing & Regular Meeting**

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3 **Minutes of the Audit Committee Meeting, Public Hearing & Regular Meeting**

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5 The Audit Committee Meeting, Public Hearing & Regular Meeting of the Board of Supervisors
6 for the Creek Preserve Community Development District was held on **Thursday, August 22,**
7 **2019 at 1:45 p.m.** at The Offices of Meritus located at 2005 Pan Am Circle, Suite 300, Tampa,
8 FL 33607.

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11 **1. CALL TO ORDER**

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13 Debby Nussel called the Audit Committee Meeting, Public Hearing & Regular Meeting of the
14 Board of Supervisors of the Creek Preserve Community Development District to order on
15 **Thursday, August 22, 2019 at 1:54 p.m.**

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

18 Jeff Hills	Chair
19 Nick Dister	Vice Chair
20 Laura Coffey	Supervisor
21 Kelly Evans	Supervisor

22
23 **Staff Members Present:**

24 Brian Lamb	Meritus
25 Debby Nussel	Meritus
26 Vivek Babbar	Straley Robin Vericker

27
28 There were no members of the general public in attendance.

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31 **2. PUBLIC COMMENTS ON AGENDA ITEMS**

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33 There were no public comments.

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36 **3. RECESS TO PUBLIC HEARING**

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38 Mrs. Nussel directed the Board to recess to the public hearing.

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41

42 **4. PUBLIC HEARING ON ADOPTING PROPOSED FISCAL YEAR 2020 BUDGET**

43 **A. Open Public Hearing on Proposed Fiscal Year 2020 Budget**

44

MOTION TO:	Open the public hearing.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion passed unanimously

51

52 **B. Staff Presentations**

53

54 Mrs. Nussel went over each section of the budget.

55

56 **C. Public Comments**

57

58 There were no public comments.

59

60 **D. Consideration of Resolution 2019-38; Adopting Fiscal Year 2020 Budget**

61

62 The Board reviewed the resolution.

63

MOTION TO:	Approve Resolution 2019-38.
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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71 **E. Consideration of Budget Funding Agreement 2019-2020**

72

73 The Board reviewed the Budget Funding Agreement.

74

MOTION TO:	Approve the Budget Funding Agreement with Chair approval.
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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84 **F. Close Public Hearing on Proposed Fiscal Year 2020 Budget**

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86 MOTION TO: Close the public hearing.
87 MADE BY: Supervisor Evans
88 SECONDED BY: Supervisor Coffey
89 DISCUSSION: None further
90 RESULT: Called to Vote: Motion PASSED
91 4/0 - Motion passed unanimously

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94 **5. PUBLIC HEARING ON LEVYING O&M ASSESSMENTS**

95 **A. Open Public Hearing on Levying O&M Assessments**

96
97 MOTION TO: Open the public hearing.
98 MADE BY: Supervisor Evans
99 SECONDED BY: Supervisor Coffey
100 DISCUSSION: None further
101 RESULT: Called to Vote: Motion PASSED
102 4/0 - Motion passed unanimously

103
104 **B. Staff Presentations**

105
106 Mrs. Nussel went over the proposed assessments.

107
108 **C. Public Comments**

109
110 There were no public comments.

111
112 **D. Consideration of Resolution 2019-39; Levying O&M Assessments**

113
114 The Board reviewed the resolution.

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116 MOTION TO: Approve Resolution 2019-39.
117 MADE BY: Supervisor Evans
118 SECONDED BY: Supervisor Coffey
119 DISCUSSION: None further
120 RESULT: Called to Vote: Motion PASSED
121 4/0 - Motion passed unanimously
122
123

124 **E. Close Public Hearing on Levying O&M Assessments**
125

126	MOTION TO:	Close the public hearing.
127	MADE BY:	Supervisor Evans
128	SECONDED BY:	Supervisor Dister
129	DISCUSSION:	None further
130	RESULT:	Called to Vote: Motion PASSED
131		4/0 - Motion passed unanimously

132
133
134 **6. RECESS TO AUDIT COMMITTEE MEETING**
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136 Ms. Nussel directed the Board to recess to the Audit Committee Meeting.
137
138

139 **7. AUDIT COMMITTEE MEETING**

140 **A. Call to Order**
141

142 Mrs. Nussel called the Audit Committee meeting to order.
143

144 **B. Appoint Chairman**
145

146 The Committee appointed Debby Nussel as Chair.
147

148 **C. Selection of Criteria for Evaluation of Proposals**
149

150 The Committee will have the evaluation criteria as part of the selection process.
151

152 **D. Determine Date, Time, and Location, RFP Required**

153 **i. Consider Notice of Request for Proposals for Audit Services**
154

155 The Committee would like to review the audit proposals on October 3, 2019 at 2:00 p.m.
156

157 **E. Consider Sending RFP to Interested Firms**

158 **F. Determine Date of Next Committee Meeting**
159

160 The next Audit Committee meeting will be October 3, 2019 at 2:00 p.m.
161
162

163 **8. RETURN TO REGULAR MEETING**
164

165 Ms. Nussel directed the Board to return to the regular meeting.
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167
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169 **9. BUSINESS ITEMS**

170 **A. Consideration of Resolution 2019-40; Supplemental Assessment Resolution**

171

172 Mr. Babbar reviewed the resolution with the Board.

173

174	MOTION TO:	Approve Resolution 2019-40.
175	MADE BY:	Supervisor Evans
176	SECONDED BY:	Supervisor Dister
177	DISCUSSION:	None further
178	RESULT:	Called to Vote: Motion PASSED
179		4/0 - Motion Passed Unanimously

180

181 **B. Consideration of Resolution 2019-41; Setting Fiscal Year 2020 Meeting Schedule**

182

183 The Board reviewed the resolution and meeting schedule.

184

185	MOTION TO:	Approve Resolution 2019-41.
186	MADE BY:	Supervisor Evans
187	SECONDED BY:	Supervisor Hills
188	DISCUSSION:	None further
189	RESULT:	Called to Vote: Motion PASSED
190		4/0 - Motion Passed Unanimously

191

192 **C. Ratification of Temporary Access Agreement**

193

194 Mr. Babbar reviewed the agreement with the Board.

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196	MOTION TO:	Approve the Temporary Access Agreement in
197		substantial form with Chair approval.
198	MADE BY:	Supervisor Dister
199	SECONDED BY:	Supervisor Evans
200	DISCUSSION:	None further
201	RESULT:	Called to Vote: Motion PASSED
202		4/0 - Motion Passed Unanimously

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204 **D. Consideration of Resolution 2019-42; District Expansion**

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206 Mr. Babbar reviewed the resolution with the Board.

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MOTION TO:	Approve Resolution 2019-42.
MADE BY:	Supervisor Coffey
SECONDED BY:	Supervisor Evans
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

E. General Matters of the District

10. CONSENT AGENDA

- A. Consideration of Minutes of the Regular Meeting June 6, 2019**
- B. Consideration of Operations and Maintenance Expenditures May 2019**
- C. Consideration of Operations and Maintenance Expenditures June 2019**
- D. Consideration of Operations and Maintenance Expenditures July 2019**
- E. Review of Financial Statements Month Ending July 31, 2019**

The Board reviewed the Consent Agenda items.

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

11. VENDOR/STAFF REPORTS

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

There were no staff reports at this time.

12. SUPERVISOR REQUESTS

There were no supervisor requests.

250 **13. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION**

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252 There were no audience questions or comments.

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255 **14. ADJOURNMENT**

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MOTION TO: Adjourn.

258

MADE BY: Supervisor Evans

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SECONDED BY: Supervisor Dister

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DISCUSSION: None further

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RESULT: Called to Vote: Motion PASSED

262

4/0 - Motion Passed Unanimously

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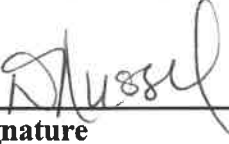
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265 *Please note the entire meeting is available on disc.
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267 *These minutes were done in summary format.
268

269 *Each person who decides to appeal any decision made by the Board with respect to any matter
270 considered at the meeting is advised that person may need to ensure that a verbatim record of
271 the proceedings is made, including the testimony and evidence upon which such appeal is to be
272 based.
273

274 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly
275 noticed meeting held on 10-3-19.

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278 _____

279 Signature

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281 Debby Nussel
282 _____

283 Printed Name

284 Title:

285 Secretary
286 Assistant Secretary
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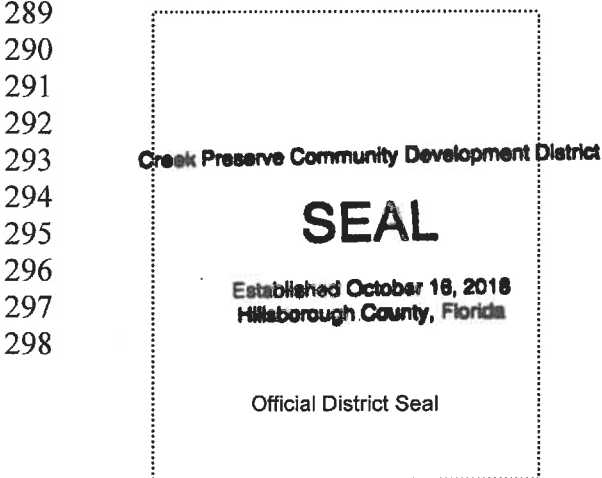
279 Signature

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281 Nicholas Dieter
282 _____

283 Printed Name

284 Title:

285 Chairman
286 Vice Chairman
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Recorded by Records Administrator



Signature

10-08-19

Date