

**SUMMIT AT FERN HILL
COMMUNITY DEVELOPMENT DISTRICT**

May 4, 2017 Minutes of Regular Meeting

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors of the Summit at Fern Hill Community Development District was scheduled to be held on **Thursday, May 4, 2017 at 2:00 p.m.** at The Offices of Meritus located at 2005 Pan Am Circle Suite 120, Tampa, FL 33607.

1. CALL TO ORDER/ROLL CALL

Mr. Lamb called the Regular Meeting of the Board of Supervisors of the Summit at Fern Hill Community Development District to order on **Thursday, May 4, 2017 at 2:10 p.m.** and identified the Supervisors present constituting a quorum.

Supervisors Present and Constituting a Quorum at the onset of the meeting:

Jeff Hills	Chairman
Brady Lefere	Vice Chairman
Ryan Motko	Supervisor
Laura Coffey	Supervisor

Staff Members Present:

Brian Lamb	Meritus
Nicole Chamberlain	Meritus
John Vericker	District Counsel

There were a few members of the general public present.

2. PUBLIC COMMENT ON AGENDA ITEMS

Mr. Lamb briefly went over the agenda. There were no public comments.

3. BUSINESS ITEMS

A. Appointment of Officer, Seat 4

The Board discussed appointing an officer to fill Seat 4.

MOTION TO:	Appoint Ben Gainer to the Board.
MADE BY:	Supervisor Coffey
SECONDED BY:	Supervisor Lefere
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously

B. Consideration of Resolution 2017-01; Re-Designating Officers

Mr. Lamb reviewed the resolution with the Board; he and Mr. Vericker stated that Supervisor Gainer can be included as an Assistant Secretary.

MOTION TO:	Approve Resolution 2017-01, replacing Supervisor Nelson with Supervisor Gainer, subject to Supervisor Gainer's acceptance of appointment to the Board.
MADE BY:	Supervisor Hills
SECONDED BY:	Supervisor Lefere
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

C. Consideration of Resolution 2017-02; Re-Setting the Terms of Officer to Coincide with the General Election Schedule

Mr. Lamb went over the Resolution with the Board.

MOTION TO:	Approve Resolution 2017-02 and will be modified with regards to Seat 4 and Supervisor's Gainer's acceptance of appointment to the Board, with the seats extended through November 2018.
MADE BY:	Supervisor Hills
SECONDED BY:	Supervisor Lefere
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

D. Consideration of Resolution 2017-03; Approving Proposed Fiscal Year 2018 Budget and Setting Public Hearing

Mr. Lamb reviewed the Resolution with the Board and went through the budget line by line. The public hearing will be set for August 3, 2017 at the current location. The Board discussed the budget.

MOTION TO:	Approve Resolution 2017-03.
MADE BY:	Supervisor Coffey
SECONDED BY:	Supervisor Lefere
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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91 **E. Annual Disclosure of Qualified Electors**
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93 Mr. Lamb announced that as of April 15, 2017, there are 25 qualified electors in the Summit at Fern
94 Hill Community Development District.
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96 **F. Appointment of Audit Committee & Setting the Meeting Date**
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98 Mr. Lamb explained the Audit Committee process.
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MOTION TO:	Appoint the Board as the Audit Committee.
MADE BY:	Supervisor Lefere
SECONDED BY:	Supervisor Coffey
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously

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107 **G. General Matters of the District**
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110 **4. CONSENT AGENDA**

- 111 **A. Consideration of Board of Supervisors Meeting Minutes August 4, 2016**
112 **B. Consideration of Operations and Maintenance Expenditures May 2017**
113 **C. Review of Financial Statements Month Ending March 31, 2017**
114

115 The Board reviewed the Consent Agenda items. The Board would like a column for a monthly
116 year-to-date budget beside the year-to-date actuals in the financials.
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MOTION TO:	Approve the Consent Agenda.
MADE BY:	Supervisor Hills
SECONDED BY:	Supervisor Lefere
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously

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125 **5. STAFF REPORTS**

- 126 **A. District Counsel**
127 **B. District Engineer**
128 **C. District Manager**
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131 **6. SUPERVISORS REQUESTS AND AUDIENCE COMMENTS**
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133 There were no supervisor requests or audience comments.
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7. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor Coffey
SECONDED BY:	Supervisor Lefere
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously

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

**These minutes were done in a summary format.*

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

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on August 14, 2017.

Signature

Printed Name

Title:

☒ Chair

☐ Vice Chair

Signature

Printed Name

Title:

☐ Secretary

☐ Assistant Secretary

Recorded by Records Administrator

Signature

Date

