

**SHELL POINT  
COMMUNITY DEVELOPMENT DISTRICT**

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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 Shell Point Community Development District was held on **Thursday, August 22, 2019**  
7 **at 1:30 p.m.** at the Offices of Meritus located at 2005 Pan Am Circle, Suite 300, Tampa, FL  
8 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 Shell Point Community Development District to order on **Thursday,**  
15 **August 22, 2019 at 1:34 p.m.**

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

18 Jeff Hills	Chair
19 Nick Dister	Supervisor
20 Albert Viera	Supervisor
21 Steve Luce	Supervisor

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23 **Staff Members Present:**

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

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

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

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

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

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52 **B. Staff Presentations**

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

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56 **C. Public Comments**

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58 There were no public comments.

59

60 **D. Consideration of Resolution 2019-34; Adopting Fiscal Year 2020 Budget**

61

62 The Board reviewed the resolution.

63

MOTION TO:	Approve Resolution 2019-34.
MADE BY:	Supervisor Viera
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion passed unanimously

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71 **E. Consideration of Developer Funding Agreement 2019-2020**

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73 The Board reviewed the Developer Funding Agreement.

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MOTION TO:	Approve the Developer Funding Agreement with Chair approval.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Viera
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 Dister  
88 SECONDED BY: Supervisor Viera  
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**

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

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104 **B. Staff Presentations**

105  
106 Mrs. Nussel went over the proposed assessments.

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108 **C. Public Comments**

109  
110 There were no public comments.

111  
112 **D. Consideration of Resolution 2019-35; Levying O&M Assessments**

113  
114 Mrs. Nussel reviewed the resolution with the Board.

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116 MOTION TO: Approve Resolution 2019-35.  
117 MADE BY: Supervisor Hills  
118 SECONDED BY: Supervisor Viera  
119 DISCUSSION: None further  
120 RESULT: Called to Vote: Motion PASSED  
121 4/0 - Motion passed unanimously  
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123

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

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

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134 **6. RECESS TO AUDIT COMMITTEE MEETING**

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136 Ms. Nussel directed the Board to recess to the Audit Committee meeting.

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139 **7. AUDIT COMMITTEE MEETING**

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

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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**

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

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

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

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159 The next meeting will be on October 3, 2019 at 2:00 p.m.

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162 **8. RETURN AND PROCEED TO REGULAR MEETING**

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164 Ms. Nussel directed the Board to return to the regular meeting.

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168 **9. BUSINESS ITEMS**

169 **A. Consideration of Resolution 2019-36; Supplemental Assessment Resolution**

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171 Mr. Babbar reviewed the resolution with the Board.

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173 MOTION TO: Approve Resolution 2019-36.

174 MADE BY: Supervisor Luce

175 SECONDED BY: Supervisor Viera

176 DISCUSSION: None further

177 RESULT: Called to Vote: Motion PASSED

178 4/0 - Motion passed unanimously

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180 **B. Consideration of Resolution 2019-37; Setting Fiscal Year 2020 Meeting Schedule**

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182 The Board reviewed the resolution and meeting schedule.

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184 MOTION TO: Approve Resolution 2019-37.

185 MADE BY: Supervisor Dister

186 SECONDED BY: Supervisor Viera

187 DISCUSSION: None further

188 RESULT: Called to Vote: Motion PASSED

189 4/0 - Motion passed unanimously

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191 **C. General Matters of the District**

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194 **10. CONSENT AGENDA**

195 **A. Consideration of Minutes of the Regular Meeting June 6, 2019**

196 **B. Consideration of Operations and Maintenance Expenditures May 2019**

197 **C. Consideration of Operations and Maintenance Expenditures June 2019**

198 **D. Consideration of Operations and Maintenance Expenditures July 2019**

199 **E. Review of Financial Statements Month Ending July 31, 2019**

200

201 The Board reviewed the Consent Agenda items.

202

203 MOTION TO: Approve the Consent Agenda.

204 MADE BY: Supervisor Hills

205 SECONDED BY: Supervisor Luce

206 DISCUSSION: None further

207 RESULT: Called to Vote: Motion PASSED

208 4/0 - Motion passed unanimously

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211 **11. VENDOR/STAFF REPORTS**

- 212 **A. District Counsel**  
213 **B. District Engineer**  
214 **C. District Manager**

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216 There were no staff reports at this time.

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219 **12. SUPERVISOR REQUESTS**

220  
221 There were no supervisor requests.

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224 **13. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

225  
226 There were no audience questions or comments.

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229 **14. ADJOURNMENT**

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MOTION TO:	Adjourn.
MADE BY:	Supervisor Luce
SECONDED BY:	Supervisor Viera
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	4/0 – Motion Passed Unanimously

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

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241 \*These minutes were done in summary format.

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

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

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252

D Nussel

Signature

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Dubby Nussel

Printed Name

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Title:

Secretary

Assistant Secretary

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R Motko

Signature

Ryan Motko

Printed Name

Title:

Chairman

Vice Chairman

Recorded by Records Administrator

[Signature]

Signature

10-08-19

Date

Shell Point Community Development District

**SEAL**

Established November 15, 2018  
Hillsborough County, Florida

Official District Seal