

**SHERWOOD MANOR  
COMMUNITY DEVELOPMENT DISTRICT**

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**April 5, 2018 Minutes of Landowners Election and Regular Meeting**

**Minutes of the Landowners Election and Regular Meeting**

The Landowners Election and Regular Meeting of the Board of Supervisors for the Sherwood Manor Community Development District was held on **Friday, April 5, 2018 at 2:00 p.m.** at The Offices of Meritus, located at 2005 Pan Am Circle, Suite 120, Tampa, FL 33607.

**LANDOWNERS MEETING/ELECTION**

**1. CALL TO ORDER/ROLL CALL**

Brian Lamb called the Landowners Election of the Board of Supervisors of the Sherwood Manor Community Development District to order on **Friday, April 5, 2018 at 2:15 p.m.**

**Landowner Members Present:**

Jeff Hills	Eisenhower Property Group
Ryan Motko	Eisenhower Property Group
Nick Dister	Eisenhower Property Group
Albert Viera	Eisenhower Property Group
Steve Luce	Eisenhower Property Group

**Staff Members Present:**

Brian Lamb	Meritus
Shannon Kenneston	Meritus

There were no members of the general public in attendance.

**2. APPOINTMENT OF MEETING CHAIRMAN**

Mr. Lamb will serve as meeting Chairman.

**3. ANNOUNCEMENT OF CANDIDATES/CALL FOR NOMINATIONS**

Mr. Lamb announced that he had the ballot from the landowners' representative in attendance. All five Board seats were open for election.

**4. ELECTION OF SUPERVISORS**

Mr. Lamb stated that Jeff Hills had 100 votes, Ryan Motko had 100 votes, Nick Dister had 50 votes, Albert Viera with 50 votes, and Steve Luce with 50 votes. When the Board convenes, the elected individuals will be sworn in.

49       **5. OWNERS REQUESTS**

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51       There were no landowner requests.  
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54       **6. ADJOURNMENT**

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56       Mr. Lamb adjourned the Landowners Election Meeting.  
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59       **REGULAR MEETING**

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61       **1. CALL TO ORDER/ROLL CALL**

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63       Brian Lamb called the Regular Meeting of the Board of Supervisors of the Sherwood Manor  
64       Community Development District to order on **Friday, April 5, 2018 at 2:20 p.m.**  
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66       **Board Members Present and Constituting a Quorum:**

67       Jeff Hills                               Chair  
68       Ryan Motko                            Vice Chair  
69       Nick Dister                           Supervisor  
70       Albert Viera                          Supervisor  
71       Steve Luce                            Supervisor  
72

73       **Staff Members Present:**

74       Brian Lamb                            Meritus  
75       Shannon Kenneston                  Meritus  
76

77       There were no members of the general public in attendance.  
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79  
80       **2. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS**

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82       There were no audience questions or comments on agenda items.  
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85       **3. OATH OF OFFICE**

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87       Mr. Lamb stated that each Board member has signed the Oath of Office and that he is a notary in  
88       the state of Florida and authorized to conduct the Oath. Mr. Lamb told the new Supervisors that  
89       they are required to file a Form 1 in their County of residence. He also went over some of the  
90       other requirements for newly elected Supervisors.  
91  
92  
93

94 **4. BUSINESS ITEMS**

- 95 **A. Consideration of Resolution 2018-24; Canvassing and Certifying the Results of**  
96 **the Landowners Elections**  
97 **B. Consideration of Resolution 2018-25; Re-Designating Officers**  
98 **C. Consideration of Master Assessment Methodology Report**  
99 **D. Consideration of District Engineer's Report Date March 28, 2018**  
100 **E. Consideration of Resolution 2018-26; Declaring Special Assessments**  
101 **F. Consideration of Resolution 2018-27; Setting Public Hearing for Levying Special**  
102 **Assessments**  
103 **G. Consideration of RFQs for District Engineer**  
104

105 Mr. Lamb went over the Resolution 2018-24 with the Board. He stated that Supervisor Hills and  
106 Supervisor Motko would serve in Seat 1 and 2 after having received the highest number of votes,  
107 with Supervisor Dister, Supervisor Viera, and Supervisor Luce serving in Seats 3, 4, and 5 after  
108 having received the lower amount of votes. Supervisor Hills and Supervisor Motko will have  
109 terms that go through November 2022, and Supervisor Dister, Supervisor Viera, and Supervisor  
110 Luce will have terms that go through November 2020.

111  
112 Mr. Lamb reviewed Resolution 2018-25 with the Board. Supervisor Hills will serve as Chair,  
113 Supervisor Motko will serve as Vice Chair, with the balance of the Board serving as Assistant  
114 Secretaries. Mr. Lamb will serve as Secretary, Eric Davidson at Meritus will serve as Treasurer,  
115 and Brian Howell at Meritus serve as an additional Assistant Secretary.

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117 Mr. Lamb then went over the Master Assessment Methodology Report and District Engineer's  
118 Report. He also reviewed Resolution 2018-26 and Resolution 2018-27 with the Board. The date  
119 of the Public Hearing will be Wednesday, May 9, 2018 at 1:00 p.m. at the Meritus Office. Mr.  
120 Lamb recommended ranking Stantec as the top firm. They were the only one to respond to the  
121 RFQ for District Engineering as required.  
122

MOTION TO:	Approve Business Items 4A-4G as stated.
MADE BY:	Supervisor Hills
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously

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130 **5. STAFF REPORTS**

- 131 **A. District Counsel**  
132 **B. District Manager**  
133 **C. District Engineer**  
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135 There were no further reports from District staff.  
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139       **6. BOARD MEMBERS' COMMENTS**

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141       There were no board member comments.  
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144       **7. PUBLIC COMMENTS**

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146       There were no public comments.  
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149       **8. ADJOURNMENT**  
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MOTION TO:	Adjourn.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Hills
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 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 05-03-2018.

Signature

Brian Lamb

Printed Name

Title:

☒ Secretary  
☐ Assistant Secretary

Signature

Jeffrey S. Hines

Printed Name

Title:

☒ Chairman  
☐ Vice Chairman



Official District Seal

Recorded by Records Administrator

Signature

Date

Bethany G. G. G.  
5-15-2018