

**SHERWOOD MANOR
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
AUDIT COMMITTEE MEETING
& REGULAR MEETING
JANUARY 3, 2019**

SHERWOOD MANOR
COMMUNITY DEVELOPMENT DISTRICT AGENDA
THURSDAY, JANUARY 3, 2019
2:00 P.M.

The Offices of Meritus
Located at 2005 Pan Am Circle, Suite 120, Tampa, FL 33607

District Board of Supervisors	Chairman Vice-Chairman Supervisor Supervisor Supervisor	Jeff Hills Ryan Motko Nick Dister Alberto Viera Steve Luce
District Manager	Meritus	Brian Lamb
District Attorney	Straley Robin Vericker	John Vericker
District Engineer	Stantec, Inc	Tonja Stewart

All cellular phones and pagers must be turned off while in the meeting room

The District Agenda is comprised of four different sections:

The meeting will begin at **2:00 p.m.** with the seventh section called **Business Matters**. The business matters section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. If any member of the audience would like to speak on one of the business items, they will need to register with the District Administrator prior to the presentation of that agenda item. Agendas can be reviewed by contacting the Manager's office at (813) 397-5120 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The ninth section is called **Administrative Matters**. The Administrative Matters section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The tenth section is called **Staff Reports**. This section allows the District Administrator, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The final sections are called **Board Members Comments and Public Comments**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to **three (3) minutes** for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. **IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT ADMINSTRATOR OUTSIDE THE CONTEXT OF THIS MEETING.**

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 397-5120, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

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

Board of Supervisors
Sherwood Manor Community Development District

Dear Board Members:

The Audit Committee Meeting & Regular Meeting of Sherwood Manor Community Development District will be held on **January 3, 2019 at 2:00 p.m.** at the Offices of Meritus located at 2005 Pan Am Circle, Suite 120, Tampa, FL 33607. Following is the Agenda for the Meeting:

Call In Number: 1-866-906-9330

Access Code: 4863181

- 1. CALL TO ORDER/ROLL CALL**
- 2. RECESS TO AUDIT COMMITTEE MEETING**
- 3. AUDIT COMMITTEE MEETING**
 - A. Open the Audit Committee Meeting
 - B. Evaluate and Rank the Audit Proposals
 - i. *Grau & Associates* Tab 01
 - C. Finalize the Ranking and Consideration of Audit Committee Recommendation
 - D. Close the Audit Committee Meeting
- 4. RETURN AND PROCEED TO REGULAR MEETING**
- 5. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS**
- 6. VENDOR/STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
- 7. BUSINESS ITEMS**
 - A. Consideration of Audit Committee Recommendations and Evaluation
 - B. General Matters of the District
- 8. CONSENT AGENDA**
 - A. Consideration of Board of Supervisor Regular Meeting Minutes January 3, 2019 Tab 02
 - B. Consideration of Operations and Maintenance Expenditures October 2018 Tab 03
 - C. Consideration of Operations and Maintenance Expenditures November 2018 Tab 04
 - D. Review of Financial Statements through November 30, 2018 Tab 05
- 9. SUPERVISORS REQUESTS**
- 10. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**
- 11. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 397-5120.

Sincerely

