

**AVELAR CREEK
COMMUNITY DEVELOPMENT DISTRICT**

May 24, 2017 Minutes of Regular Meeting

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors of Avelar Creek Community Development District was held on **Wednesday, May 24, 2017 at 6:00 pm** at the Avelar Creek Clubhouse, located at 10125 Holland Ave., Riverview, FL 33579.

1. CALL TO ORDER

Supervisor Ritchie called the Continued Regular Meeting of the Board of Supervisors of the Avelar Creek Community Development District to order on **Wednesday, May 24, 2017 at 6:02 p.m.**

Board Members Present and Constituting a Quorum:

Kevin Ritchie	Chairman	
Christopher Perich	Vice Chairman	<i>arrived at approximately 6:20 p.m.</i>
Julie Campbell	Supervisor	
Michael Dignan	Supervisor	<i>arrived at approximately 6:25 p.m.</i>
Michael Finke	Supervisor	

Staff Members Present:

Debby Hukill	District Manager, Meritus
Andrea Cedres	On-site Manager

There were no residents present.

2. PLEDGE OF ALLEGIANCE

Supervisor Ritchie led the Pledge of Allegiance.

3. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

There were no audience questions or comments on agenda items.

4. BUSINESS ITEMS

A. Discussion on Boardwalk

The Board discussed the repairs needed on the boardwalk. Supervisor Ritchie went over the details of the repairs and what date will work for the repairs, and the Board agreed on June 10 at 9:00 am. Ms. Cedres will send out an email blast and post it at the clubhouse. Supervisor Ritchie will also post the event on the community's Next Door and asked the entire Board to help, even

if it's just bringing refreshments. The Board discussed the logistics of the day and coordinating volunteers. Volunteers should meet at the South entrance of the bridge, and Ms. Cedres will work on coordinating refreshments.

The Board discussed installing a silk fence around the pool to help keep leaves and mulch off of the pool deck and out of the pool. Ms. Cedres stated that the community has a new handyman, Don. Don said he could install the silk fence, and his cost is \$65.00 an hour. The Board agreed to install the fence. Ms. Cedres will send the proposal to Supervisor Ritchie for approval.

B. Consideration of Resolution 2017-02; Approving Proposed Fiscal Year 2018 Budget & Setting Public Hearing

The Board reviewed the resolution and proposed budget. Ms. Hukill went over each line item with the Board. The Board discussed a few items that they knew they would need to purchase. They first reviewed the proposal for the pool furniture. Ms. Cedres went over the cost and what was needed at the pool. The warranty is 5 years for the frame and 1 year for the rest. The Board agreed on 9 lounge chairs, 2 tables, and 5 umbrellas with stands. Ms. Hukill stated that the cost would be around \$5,200 plus shipping.

MOTION TO:	Approve pool furniture with a not to exceed \$5,500.
MADE BY:	Supervisor Perich
SECONDED BY:	Supervisor Dignan
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

The Board would like to put \$3,000 into the furniture line item and take \$3,000 away from the pool maintenance other line item for the 2018 proposed budget.

MOTION TO:	Approve Resolution 2017-02.
MADE BY:	Supervisor Ritchie
SECONDED BY:	Supervisor Campbell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

C. Consideration of Resolution 2017-03; Re-Designating Treasurer

Ms. Hukill went over the resolution.

MOTION TO: Approve Resolution 2017-03.
MADE BY: Supervisor Campbell
SECONDED BY: Supervisor Dignan
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
5/0 - Motion passed unanimously

D. Annual Disclosure of Qualified Electors

Ms. Hukill announced that as of April 15, 2017, Avelar Creek CDD has 906 qualified electors.

E. General Matters of the District

5. CONSENT AGENDA

A. Consideration of the Board of Supervisors Meeting Minutes March 22, 2017

The Board reviewed the minutes.

MOTION TO: Approve the March 22, 2017 minutes.
MADE BY: Supervisor Ritchie
SECONDED BY: Supervisor Dignan
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
5/0 - Motion passed unanimously

B. Consideration of Operations and Maintenance Expenditures April 2017

The Board went over the O&Ms. Ms. Hukill stated that the Spearem invoice #2623 for \$260.00 will be credited from The Cove at Avelar Creek HOA.

MOTION TO: Approve the April 2017 O&Ms with credit.
MADE BY: Supervisor Campbell
SECONDED BY: Supervisor Ritchie
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
5/0 - Motion passed unanimously

Supervisor Campbell asked about the timeline for the audit. Ms. Hukill stated that she will send it to Supervisor Campbell.

C. Review of Financial Statements Month Ending April 30, 2017

The Board reviewed and accepted the financials.

6. SUPERVISOR/STAFF REPORTS

A. Supervisor Reports

i. Landscape Update by Supervisor Perich

Supervisor Perich asked about the damage at the South Entrance by the construction crew next door. Ms. Hukill stated that she has not heard anything but will follow up. The Board discussed all the construction trucks that are coming into the community instead of using their entrance. Ms. Hukill stated that she will check with the District Engineer about the construction next door. Supervisor Perich said he will set up a meeting with LMP to review the landscaping.

ii. Accounting & Financing Update by Supervisor Campbell

Supervisor Campbell said she has nothing new to report at this time.

iii. Security Update by Supervisor Ritchie

Supervisor Ritchie stated that the motion sensor for the light is broken at the gate and needs to be replaced; he also said that a light needs to be installed at the playground. Residents are still complaining about people having alcohol at the pool and the number of guests that homeowners are bringing to the pool. The Board and Ms. Cedres discussed the rules regarding homeowners bringing guests to the pool. The Board also discussed the problem of people being at the pool after hours. Ms. Hukill stated that she will make sure the District has a "no trespassing" agreement with the Sheriff's Office. Supervisor Ritchie also said that Bales still does not have a remote to the Manors and cannot patrol the townhomes. The CDD has requested the remotes twice from the HOA.

iv. Clubhouse & Pool Update by Supervisor Dignan

Supervisor Dignan has been working with Ms. Cedres on the pool furniture, which the Board already discussed earlier in the meeting. The Board discussed the bathroom doors to the pool and said that they need to be replaced. Ms. Cedres will have the handyman look at them and will get a proposal. The Board also discussed the proposal for the gate doors and did not want to spend \$1,700 for the main gate door. The Board asked Ms. Cedres to have the handyman look at the back gate door and see if those parts can be used for the main gate door. If so, the Board would like to spend the \$422 to close off the back of the fence.

v. Pond Update by Supervisor Finke

Supervisor Finke met with the pond vendor, Jason Marks. The ponds are very low at this time because of the lack of rain. The vendor is currently treating the grounds around the ponds for weeds, along with his monthly maintenance.

7. MANAGEMENT REPORTS

A. District Manager

i. Action Item Reports

Ms. Hukill reviewed the action item list; she also went over the mulch proposal with the Board. Supervisor Perich will drive the community to see if mulch is needed at this time.

MOTION TO:	Give Supervisor Perich authorization to approve the mulch proposal if feels it is needed.
MADE BY:	Supervisor Ritchie
SECONDED BY:	Supervisor Campbell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion passed unanimously

Supervisor Perich asked the Board if they would like to do any landscaping for the round-a-bout on Caraway Spice. The Board discussed this and decided not to do anything at this time.

ii. Bales Security

iii. Aquatics Report

B. Field Manager's Report

C. Amenities Manager's Report

Ms. Cedres went over her reports. 120 people attended the Easter event. Bingo went very well last Friday, and residents would like to have bingo more often. Ms. Cedres announced marital arts and said that Zumba classes are going on and doing well. A resident tried to offer a CPR/First Aid class, but it was not well-attended. Ms. Cedres and Bales have been working together on reporting the street lights out; she bought a power surge protector for the clubhouse.

Ms. Cedres also updated the board on the issue of new pool cards. Over the 2-week period, Ms. Cedres issued around 280 pool cards. She said that she is also looking at having swim lessons on Saturday morning. Ms. Cedres also stated that she is getting complaints about the pool being dirty on Saturday mornings, and she spoke to Zebra Pools about adding Saturday to the cleaning

schedule. It will cost \$200.00 more a month if the Board wishes to add Saturday. Currently, the pool is being cleaned on Monday, Wednesday, and Friday.

The Board discussed the pool cleaning and how residents could help. The Board and Ms. Cedres agreed to keep an eye on the situation to see if it gets worse.

8. SUPERVISOR REQUESTS

There were no supervisor requests.

9. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor Perich
SECONDED BY:	Supervisor Campbell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

*Entire meeting is available on CD upon request.

*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 8-23-17.

Signature

Printed Name

Title:

☐ Secretary

☒ Assistant Secretary

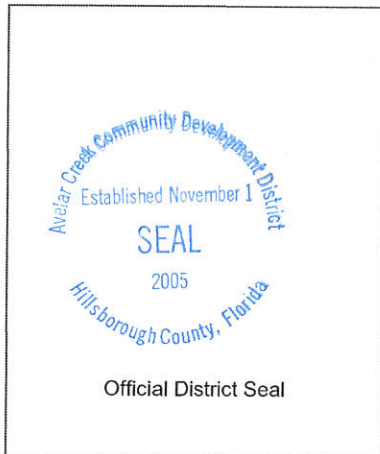
Signature

Printed Name

Title:

☒ Chairman

☐ Vice Chairman



Recorded by Records Administrator

Signature

Date