

**AVELAR CREEK  
COMMUNITY DEVELOPMENT DISTRICT**

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**August 23, 2017 Minutes of Regular Meeting and Public Hearing**

**Minutes of the Regular Meeting and Public Hearing**

The Regular Meeting and Public Hearing of the Board of Supervisors of Avelar Creek Community Development District was held on **Wednesday, August 23, 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 and Public Hearing of the Board of Supervisors of the Avelar Creek Community Development District to order on **Wednesday, August 23, 2017 at 6:00 p.m.**

Board Members Present and Constituting a Quorum:

Kevin Ritchie	Chairman
Christopher Perich	Vice Chairman
Julie Campbell	Supervisor
Michael Dignan	Supervisor
Michael Finke	Supervisor

Staff Members Present:

Debby Hukill	District Manager, Meritus
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There were approximately fourteen residents present.

**2. PLEDGE OF ALLEGIANCE**

Supervisor Ritchie led the Pledge of Allegiance.

**3. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS**

Residents commented about pool and security concerns; they want to have someone monitoring the pool. Residents also commented about landscaping and trees at the front entrance, as well as someone riding a dirt bike through the community. They said that they would like to see speed humps in the community. There was also a question about non-resident fees to use the pool.

Supervisor Perich went over the history with the landscaping in the front of the community. Supervisor Ritchie stated the roads are owned by the County, so the County would need to be contacted about putting in speed humps. Ms. Hukill went over why non-residents can pay to use the District's amenities.

**4. PUBLIC HEARING ON PROPOSED FISCAL YEAR 2018 BUDGET**

**A. Open Public Hearing on Adopting Fiscal Year 2018 Budget**

MOTION TO:	Open the public hearing.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Finke
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

**B. Staff Presentations**

Ms. Hukill went over the budget line items, line by line. Supervisor Campbell asked to have the actuals updated. The Board discussed the website, disclosure, Christmas, and staff line items.

**C. Public Comments**

Residents wanted to know if the District has completed a reserve study, if there has ever been a special assessment, and how much money goes to debt service. Ms. Hukill stated that the District is looking at doing a reserve study at the end of the year; she also said that to her knowledge, there has not been a special assessment for the District. Ms. Hukill went over what each lot size pays to the debt service each year.

**D. Close Public Hearing on Adopting Fiscal Year 2018 Budget**

MOTION TO:	Close the public hearing.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Dignan
DISCUSSION:	None further
RESULT:	Called 5to Vote: Motion PASSED
	5/0 - Motion passed unanimously

**E. Consideration of Resolution 2017-04; Adopting Fiscal Year 2018 Budget**

The Board reviewed the resolution.

MOTION TO:	Approve Resolution 2017-04.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Ritchie
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

## **5. BUSINESS ITEMS**

### **A. Consideration of Resolution 2017-05; Assessment Resolution**

Ms. Hukill went over the resolution.

MOTION TO:	Approve Resolution 2017-05.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Dignan
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

### **B. Consideration of Resolution 2017-06; Setting Fiscal Year 2018 Meeting Schedule**

Ms. Hukill reviewed the resolution with the Board.

MOTION TO:	Approve Resolution 2017-06.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Perich
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

### **C. Discussion on Lennar Signage Proposal**

Ms. Hukill stated that Lennar is willing to offer \$5,000 for the first year and \$1,200 each subsequent year. They feel this is more than sufficient to place signage on common areas. They will also put together an internal plan to divert construction traffic away from Avelar Creek. Supervisor Campbell stated that this money would help build up reserve. She reviewed the location of the signs and gave a brief history of this with the residents. The Board discussed the cost and if this would take away from Avelar Creek. The Board then took resident comments. Residents asked how long the signs would be up and if the new community be part of Avelar.

The Board and residents talked about the roads and speeding. The Board discussed what they would like to see to make this deal happen and how they felt about the agreement.

MOTION TO:	Approach Lennar with \$6,000 a year, paid on time, or a late fee will be applied.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Dignan
DISCUSSION:	The Board wanted to know what the signs will say; they also talked about having an agreement and would the agreement would say.
RESULT:	Called to Vote: Motion PASSED 4/1 – Supervisor Ritchie opposed.

Ms. Hukill confirmed with the Board that if Lennar did not agree to the \$6,000, then that was the end of the discussion. The Board said yes, that they will not go lower.

#### **D. Discussion on Summer Months Pool Coverage**

The Board discussed the summer hours for onsite staff. They went over options on how to have more coverage during the summer months and how it would work. The Board agreed to cut back on the Bales hours for the summer months and put that money towards extra staffing to monitor the pool.

#### **F. Discussion of Security and Pool Suspension**

Ms. Hukill reviewed the no trespassing agreement with the Board.

MOTION TO:	Approve the no trespassing agreement.
MADE BY:	Supervisor Ritchie
SECONDED BY:	Supervisor Dignan
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion passed unanimously

#### **F. General Matters of the District**

**6. CONSENT AGENDA**

**A. Consideration of the Board of Supervisors Meeting Minutes May 24, 2017**

The Board reviewed the minutes.

MOTION TO:	Approve the May 24, 2017 minutes.
MADE BY:	Supervisor Dignan
SECONDED BY:	Supervisor Ritchie
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

**B. Consideration of Operations and Maintenance Expenditures June 2017**

The Board went over the June O&Ms.

MOTION TO:	Approve the June 2017 O&Ms.
MADE BY:	Supervisor Perich
SECONDED BY:	Supervisor Dignan
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

**C. Consideration of Operations and Maintenance Expenditures July 2017**

The Board went over the July O&Ms.

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

**D. Review of Financial Statements Month Ending July 31, 2017**

The Board reviewed and accepted the financials.

200  
201 **7. SUPERVISOR/STAFF REPORTS**

202 **A. Supervisor Reports**

203 **i. Landscape Update by Supervisor Perich**  
204

205 Supervisor Perich reviewed some of the landscape items that have been taken care of since the  
206 last meeting.  
207

208 **ii. Accounting & Financing Update by Supervisor Campbell**  
209

210 Supervisor Campbell stated that soon she will be meeting with the new controller for Meritus.  
211

212 **iii. Security Update by Supervisor Ritchie**  
213

214 Supervisor Ritchie went over some of the security issues that have come up. The Board  
215 discussed having service animals at the pool area and the difference between a puppy and a  
216 service animal. Supervisor Ritchie stated that the District will start suspending pool cards for  
217 people who are breaking rules and causing trouble. The Board agreed.  
218

219 **iv. Clubhouse & Pool Update by Supervisor Dignan**  
220

221 Supervisor Dignan stated that the new pool furniture has been installed, and the District is  
222 looking into the security issues at the pool.  
223

224 **v. Pond Update by Supervisor Finke**  
225

226 Supervisor Finke said he is meeting with the pond vendor soon. Ms. Hukill updated the Board on  
227 the ponds.  
228  
229

230 **8. MANAGEMENT REPORTS**

231 **A. District Manager**

232 **i. Action Item List**

233 **ii. Bales Security**

234 **B. Field Manager's Report**  
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236 Ms. Hukill reviewed the reports with the Board.  
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239 **9. SUPERVISOR REQUESTS**  
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241 There were no supervisor requests.  
242  
243  
244

10. ADJOURNMENT

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

*\*The 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 10-25-17.

Signature

Printed Name

Title:

☐ Secretary

☒ Assistant Secretary

Signature

Printed Name

Title:

☒ Chairman

☐ Vice Chairman



Recorded by Records Administrator

Signature

Date

10/31/17