

**AVELAR CREEK  
COMMUNITY DEVELOPMENT DISTRICT**

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**October 25, 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, October 25, 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 Regular Meeting of the Board of Supervisors of the Avelar Creek Community Development District to order on **Wednesday, October 25, 2017 at 6:00 p.m.**

Board Members Present and Constituting a Quorum:

Kevin Ritchie	Chairman
Julie Campbell	Supervisor
Michael Dignan	Supervisor
Michael Finke	Supervisor

Staff Members Present:

Debby Hukill	Meritus
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There was one audience member 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 Bridge Conditions**

Supervisor Ritchie recapped the bridge concerns from residents. He stated that he closed off the bridge over the past weekend because of safety concerns. The Board discussed the damage to the bridge from vandalism and damage from hurricane; they would like to submit a claim through insurance to see how much it would cover for repairs.

The Board also discussed taking down the bridge since it is always getting vandalized and what other options the District can pursue. Ms. Hukill will check with the Engineer to see if this is possible and what other options the District has instead of a wooden bridge.

MOTION TO:	Close the bridge permanently.
MADE BY:	Supervisor Ritchie
SECONDED BY:	Supervisor Campbell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion passed unanimously

The resident in the audience stated his concerns about closing the bridge and asked if the CDD assessments would go down since bridge is closed. The Board and resident discussed the bridge.

MOTION TO:	Amend the motion to close the bridge until the Board has information from the Engineer on options to take down, repair, or replace the bridge with different options and until the Board has insurance information on a replacement.
MADE BY:	Supervisor Ritchie
SECONDED BY:	Supervisor Campbell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion passed unanimously

#### B. Appointment of Audit Committee

Ms. Hukill reviewed the audit process with the Board. The Board discussed who to appoint on the Audit Committee.

MOTION TO:	Appoint Supervisor Ritchie, Supervisor Perich, Supervisor Campbell, Supervisor Dignan, and Chris Holloway to the Audit Committee.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Ritchie
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion passed unanimously

#### C. General Matters of the District

**5. CONSENT AGENDA**

**A. Consideration of the Board of Supervisors Special Meeting Minutes August 15, 2017**

The Board reviewed the August 15, 2017 minutes.

MOTION TO:	Approve the August 15, 2017 minutes.
MADE BY:	Supervisor Ritchie
SECONDED BY:	Supervisor Campbell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

**B. Consideration of the Board of Supervisors Regular Meeting and Public Hearing Minutes August 22, 2017**

The Board reviewed the August 22, 2017 minutes.

MOTION TO:	Approve the August 22, 2017 minutes.
MADE BY:	Supervisor Ritchie
SECONDED BY:	Supervisor Dignan
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

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

The Board went over the August O&Ms.

MOTION TO:	Approve the August 2017 O&Ms.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Dignan
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

**D. Consideration of Operations and Maintenance Expenditures September 2017**

The Board went over the September O&Ms.

MOTION TO:	Approve the September 2017 O&Ms.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Ritchie
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion passed unanimously

**E. Review of Financial Statements Month Ending September 30, 2017**

The Board reviewed and accepted the financials. Ms. Hukill highlighted that these were the end of the fiscal year financials. The Board talked about the reserves for the community and would like to look into a savings account.

**6. SUPERVISOR/STAFF REPORTS**

**A. Supervisor Reports**

**i. Landscape Update by Supervisor Perich**

There were no landscaping updates at this time.

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

Supervisor Campbell said that there were no accounting updates except that she will meet with the new Controller.

**iii. Security Update by Supervisor Ritchie**

Supervisor Ritchie cautioned everyone about having packages left at the front door during the holidays. He also shared some security concerns about the bridge and kids hanging out there at night.

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

Supervisor Dignan reported that some of the tables at the pool have been broken.

**v. Pond Update by Supervisor Finke**

Supervisor Finke stated that he spoke to the pond vendor, who said that there is more algae growth in the ponds due to the hurricane. The vendor has been treating it, and it will go away in about a month.

**7. MANAGEMENT REPORTS**

**A. District Manager**

**i. District Manager's Report**

**ii. Field Manager's Report**

**iii. Pond Reports**

**iv. Action Item List**

**v. Bales Security**

Ms. Hukill went over her reports. The Board discussed holiday decorations and said they liked what Avelar Creek did last year but would like bigger wreaths for the community. They like the white lights, wreaths, and garland.

**8. SUPERVISOR REQUESTS**

Supervisor Finke discussed the well agreement between the CDD and the Cove at Avelar Creek HOA. He also mentioned the trash off of 301 at the common area.

**9. AUDIENCE QUESTIONS AND COMMENTS**

There were no audience questions or comments at this time.

**10. ADJOURNMENT**


MOTION TO:	Adjourn.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Finke
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - 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 3-12-18.



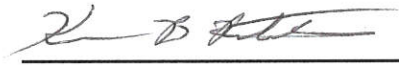
Signature

Debby Hukill

Printed Name

Title:

☐ Secretary  
☒ Assistant Secretary



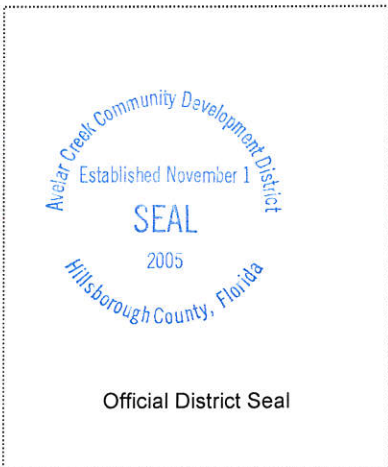
Signature

Kevin Ritchie

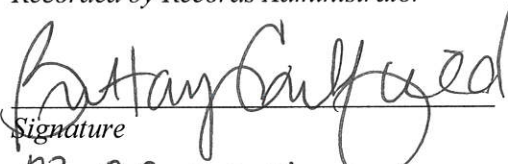
Printed Name

Title:

☒ Chairman  
☐ Vice Chairman



Recorded by Records Administrator



Signature

03-22-2018

Date