

**AVELAR CREEK  
COMMUNITY DEVELOPMENT DISTRICT**

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March 12, 2018 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, March 12, 2018 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, March 12, 2018 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 Nussel	Meritus
Andrea Cedres	Onsite Staff

There were approximately 9 audience member present.

**2. PLEDGE OF ALLEGIANCE**

Supervisor Ritchie led the Pledge of Allegiance.

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

Audience members discussed concerns about the bridge. They also commented that the meeting not posted on back bulletin board by the Cove at Avelar Creek; Ms. Cedres stated that the back bulletin board is broken and scheduled to be fixed. A resident also asked if it is a conflict of interest that Bullfrog managed by Meritus since the community is next to Avelar. Mrs. Nussel stated no, that it is not a conflict of interest. They have different managers and different communities. Mrs. Nussel reminded residents that each CDD gets audited every year from an outside firm chosen by the audit committee appointed by the Board.

46 **4. BUSINESS ITEMS**

47 **A. Update and Discussion on Bridge Repairs**

48  
49 Mrs. Nussel went over how much the insurance company said they would pay. Mrs. Nussel also  
50 went over where they could take out the rest from the budget. She stated that they could take  
51 \$5,000 out of bridge/park maintenance, \$1,000 out of decorative lighting, and \$2,000 out of  
52 pavement and signage.  
53

54 Each Board member shared their concerns about the bridge and repairs. Supervisor Dignan did  
55 not agree that the Board should have asked for volunteers to repair the bridge in the first place,  
56 and the bridge has been out far too long. Supervisor Dignan stated that it needs to get it fixed.  
57 Supervisor Campbell was looking for community support when they repaired the bridge; she said  
58 is okay with getting it fixed but concerned about the vandalism and what can they do to prevent  
59 it. Supervisor Perich gave recap of the repairs that have been completed in the past and how the  
60 bridge was destroyed. Supervisor Perich stated that the CDD is a working Board and wanted to  
61 save the homeowners money.  
62

63 The Board and residents discussed the design of the bridge and wanted to have it as the same as  
64 Cowley bridge.  
65

66	MOTION TO:	Accept Mustang Homes to repair the bridge and have
67		the Chair approve the extra cost for the horizontal if
68		needed, amended to accept the Mustang Homes
69		proposal with the change to have the side boards go
70		horizontal instead of vertical to match the Cowley
71		Road bridge and authorize the Chair with a not-to-
72		exceed \$3,000, if needed.
73	MADE BY:	Supervisor Campbell
74	SECONDED BY:	Supervisor Dignan
75	DISCUSSION:	None further
76	RESULT:	Called to Vote: Motion PASSED
77		5/0 - Motion passed unanimously

78  
79 The Board took more resident comments. Residents asked about security and wanted to know if  
80 the security officers walk the community or just ride in the car. Bales said that they do both.  
81 Residents also thought that the Board should update the community on bridge repairs.  
82

83 **B. Discussion on The Cove HOA and CDD Well Agreement**

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85 Mrs. Nussel reviewed the agreement. The Board discussed the agreement and wanted the third  
86 section changed to 85% instead of 15%.  
87

88 MOTION TO: Approve the agreement with the change to 85% in  
89 paragraph 3.  
90 MADE BY: Supervisor Ritchie  
91 SECONDED BY: Supervisor Campbell  
92 DISCUSSION: None further  
93 RESULT: Called to Vote: Motion PASSED  
94 5/0 - Motion passed unanimously

95  
96 Mrs. Nussel stated that she will make the correction and then send it to the HOA.  
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99 **C. General Matters of the District**

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102 **5. CONSENT AGENDA**

103 **A. Consideration of the Board of Supervisors Meeting Minutes October 25, 2017**  
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105 The Board reviewed the minutes.  
106

107 MOTION TO: Approve the October 25, 2017 minutes.  
108 MADE BY: Supervisor Dignan  
109 SECONDED BY: Supervisor Finke  
110 DISCUSSION: None further  
111 RESULT: Called to Vote: Motion PASSED  
112 5/0 - Motion passed unanimously

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114 **B. Consideration of Operations and Maintenance Expenditures October 2017**  
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116 The Board went over the October 2017 O&Ms.  
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118 MOTION TO: Approve the October 2017 O&Ms.  
119 MADE BY: Supervisor Dignan  
120 SECONDED BY: Supervisor Campbell  
121 DISCUSSION: None further  
122 RESULT: Called to Vote: Motion PASSED  
123 5/0 - Motion passed unanimously

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127 **C. Consideration of Operations and Maintenance Expenditures November 2017**

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129 The Board went over the November 2017 O&Ms.  
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131	MOTION TO:	Approve the November 2017 O&Ms.
132	MADE BY:	Supervisor Campbell
133	SECONDED BY:	Supervisor Ritchie
134	DISCUSSION:	None further
135	RESULT:	Called to Vote: Motion PASSED
136		5/0 - Motion passed unanimously

137  
138 **D. Consideration of Operations and Maintenance Expenditures December 2017**

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140 The Board went over the December 2017 O&Ms.  
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142	MOTION TO:	Approve the December 2017 O&Ms.
143	MADE BY:	Supervisor Campbell
144	SECONDED BY:	Supervisor Dignan
145	DISCUSSION:	None further
146	RESULT:	Called to Vote: Motion PASSED
147		5/0 - Motion passed unanimously

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149 **E. Consideration of Operations and Maintenance Expenditures January 2018**

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151 The Board went over the January 2018 O&Ms.  
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153	MOTION TO:	Approve the January 2018 O&Ms.
154	MADE BY:	Supervisor Campbell
155	SECONDED BY:	Supervisor Finke
156	DISCUSSION:	None further
157	RESULT:	Called to Vote: Motion PASSED
158		5/0 - Motion passed unanimously

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160 **F. Consideration of Operations and Maintenance Expenditures February 2018**

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162 The Board went over the February 2018 O&Ms.  
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MOTION TO:	Approve the February 2018 O&Ms.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Perich
DISCUSSION:	Supervisor Ritchie asked about the pond invoices and how often they are coming out. Mrs. Nussel stated that they are coming out twice a month and more if needed at no extra charge. Mrs. Nussel also updated the Board about the planting at Pond 3 that will occur in April.
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion passed unanimously

**G. Review of Financial Statements Month Ending January 31, 2018**

The financials were reviewed and accepted. Supervisor Campbell asked if Supervisor Ritchie's check from 2016 will be voided and reissued.

**6. SUPERVISOR/STAFF REPORTS**

**A. Supervisor Reports**

**i. Landscape Update by Supervisor Perich**

Supervisor Perich updated the Board about the plant replacement and freeze damage. He stated that he is still concerned about the landscaping near The Cove at Avelar and will follow up with LMP. Supervisor Perich would also like new plants at the main entrance on top.

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

Supervisor Campbell asked about the audit meeting and timeline. Mrs. Nussel went over the timeline and stated that the first audit meeting will be at the May Board meeting.

**iii. Security Update by Supervisor Ritchie**

Supervisor Ritchie updated the Board about stolen car at The Cove. The person was caught at Wawa. Supervisor Ritchie said that there is only one street light out. The residents asked about security during rentals. Ms. Cedres stated that they have security during rentals. Supervisor Perich asked if the cameras can be moved to Ms. Cedres's office so she can watch them and have the camera feed on her phone. The Board agreed.



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

Supervisor Perich asked about the fence around the pool. Ms. Cedres said that because the tree has been removed, there is no need for it. Supervisor Ritchie asked about people getting into chlorine holder. Ms. Cedres stated that she didn't see anyone doing it. Supervisor Ritchie said he would like it to be locked if it can be locked. Residents asked about doing something about the pool gate slamming. Ms. Cedres said she is getting it looked at this week.

**v. Pond Update by Supervisor Finke**

Supervisor Finke said he has contacted the vendor to schedule a walk-through. He also stated that he had talked to the vendor about monthly treatments and how they are going.

**7. MANAGEMENT REPORTS**

**A. District Manager**

**i. Field Manager's Report**

**ii. Action Item List**

Mrs. Nussel reviewed the reports. She also updated the Board about the budget timeline and process.

**8. SUPERVISOR REQUESTS**

Supervisor Dignan recommended looking at the budget, and if necessary, increasing the budget. Supervisor Campbell stated that costs need to be looked at to ensure there is no excessive spending. The Board discussed the Reserve study and the lights at the bridge.

**9. AUDIENCE QUESTIONS AND COMMENTS**

There were no audience questions or comments at this time.

240 **10. ADJOURNMENT**  
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242	MOTION TO:	Adjourn.
243	MADE BY:	Supervisor Perich
244	SECONDED BY:	Supervisor Campbell
245	DISCUSSION:	None further
246	RESULT:	Called to Vote: Motion PASSED
247		5/0 - Motion passed unanimously

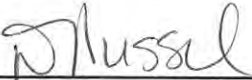
248  
249 *\*The entire meeting is available on CD upon request.*

250  
251 *\*These minutes were done in summary format.*

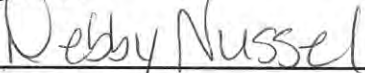
252 *\*Each person who decides to appeal any decision made by the Board with respect to any matter*  
253 *considered at the meeting is advised that person may need to ensure that a verbatim record of the*  
254 *proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

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256 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**  
257 **meeting held on 5-23-18.**

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261 **Signature**

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264 **Printed Name**

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266 **Title:**

- 267  Secretary  
268  Assistant Secretary

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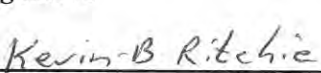
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262 **Signature**

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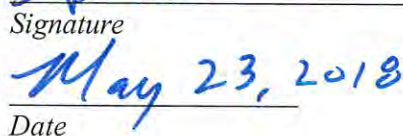
265 **Printed Name**

266 **Title:**

- 267  Chairman  
268  Vice Chairman

Recorded by Records Administrator

  
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Signature

  
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Date