

**AVELAR CREEK
COMMUNITY DEVELOPMENT DISTRICT**

March 27, 2019 Minutes of the Board of Supervisors 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 27, 2019 at 6:00 pm** at the Avelar Creek Clubhouse, located at 10125 Holland Ave., Riverview, FL 33579.

1. CALL TO ORDER

Debby Nussel called the Regular Meeting of the Board of Supervisors of the Avelar Creek Community Development District to order on **Wednesday, March 27, 2019 at 6:00 p.m.**

Board Members Present and Constituting a Quorum:

Christopher Perich	Vice Chair
Julie Campbell	Supervisor
Michael Finke	Supervisor
Michael Dignan	Supervisor

Staff Members Present:

Debby Nussel	Meritus
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There were eight audience members present.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

Residents commented on getting the front entrance pressure washed, lights for the clubhouse, and that the parking lot stripes need to be repainted.

4. BUSINESS ITEMS

A. Acceptance of Resignation of District Engineer

Mrs. Nussel reviewed the resignation of the District Engineer with the Board.

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MOTION TO:	Accept the District Engineer's resignation.
MADE BY:	Supervisor Perich
SECONDED BY:	Supervisor Campbell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

B. Approval for RFP for District Engineer

The Board discussed the RFP for District Engineer.

MOTION TO:	Approve the RFP for District Engineer.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Dignan
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

C. Acceptance of Financial Report for Fiscal Year Ended September 30, 2018

The Board reviewed the financial report. Supervisor Campbell stated that she read through the entire report and did not see any problems.

MOTION TO:	Accept the Financial Report for Fiscal Year Ended September 30, 2018.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Finke
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

D. Discussion on Playground Handicap Ramp Proposals

The Board discussed the proposals. They felt that since the District has not had any problems, they would put a sign that says "watch your step" at the gate.

E. Discussion on Concrete Signage Proposal

The Board and Mrs. Nussel discussed the proposals. The Board would like to put \$10,000 in next year's budget towards looking at adding two signs.

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F. Discussion on Barrier & Fish Stocking Proposal

The Board and Mrs. Nussel discussed the proposals. Mrs. Nussel stated that the Pond 3 proposal for \$733.00 really is a “must” for the pond. The Board agreed and would like to have an email blast sent out to the community that no fishing is allowed in the ponds. They would also like to look at the placement of the signs the District currently has. The Board would like to wait on the Pond 4 proposal.

5. CONSENT AGENDA

A. Consideration of the Board of Supervisors Meeting Minutes October 24, 2018

The Board reviewed the minutes.

MOTION TO:	Approve the October 24, 2018 minutes.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Finke
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

B. Consideration of Operations and Maintenance Expenditures October 2018

The Board went over the October 2018 O&Ms.

MOTION TO:	Approve the October 2018 O&Ms.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Perich
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

C. Consideration of Operations and Maintenance Expenditures November 2018

The Board went over the November 2018 O&Ms.

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MOTION TO:	Approve the November 2018 O&Ms.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Perich
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

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D. Consideration of Operations and Maintenance Expenditures December 2018

132 The Board went over the December 2018 O&Ms.
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MOTION TO:	Approve the December 2018 O&Ms.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Perich
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

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E. Consideration of Operations and Maintenance Expenditures January 2019

143 The Board went over the January 2019 O&Ms.
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MOTION TO:	Approve the January 2019 O&Ms.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Finke
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

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F. Consideration of Operations and Maintenance Expenditures February 2019

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MOTION TO:	Approve the February 2019 O&Ms.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Dignan
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

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G. Review of Financial Statements Month Ending February 28, 2019

167 The Board reviewed and accepted the financials.
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170 **6. SUPERVISOR/STAFF REPORTS**

171 **A. Supervisor Reports**

172 **i. Landscape Update by Supervisor Perich**
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174 Supervisor Perich stated that he reviewed the hog damage, and it looked like they were coming
175 in and staying at the south and Twin Creeks. Supervisor Perich also said he would like to see
176 some type of different trees at the front entrance at the upper level. He wanted something that is
177 Florida friendly. Supervisor Perich also would like for the right island past the entrance at the
178 north to be changed out to something more appealing. Mrs. Nussel will get proposals for both
179 areas. Supervisor Perich then talked about the landscape in general. Mrs. Nussel shared her
180 concerns with the condition of the landscaping since last fall. The Board agreed to get proposals
181 from other companies for landscaping.
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183 **ii. Accounting & Financing Update by Supervisor Campbell**
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185 Supervisor Campbell stated that she read through the audit, and everything looked good. She said
186 the only thing she would like to work on is the line item forecasting that was mentioned in the
187 audit.
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189 **iii. Security Update by Supervisor Ritchie**
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191 Mrs. Nussel read the security report from Bales.
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193 **iv. Clubhouse & Pool Update by Supervisor Finke**
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195 Supervisor Finke read the report from the clubhouse manager Andrea Cedres. The Board would
196 like to put up a sign at the pool that states “no standing on chairs.” The Board also would like to
197 get more proposals for painting the bathroom doors and changing the filter grid. They felt that

198 both proposals seemed high. The Board also wanted to make sure that all the cameras are
199 working at the clubhouse.

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201 **v. Pond Update by Supervisor Dignan**

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203 Supervisor Dignan would like to get Jason Marks's contact information so he can set up an
204 appointment with him to review the ponds. Mrs. Nussel will send the information to Supervisor
205 Dignan.

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208 **7. MANAGEMENT REPORTS**

209 **A. District Manager**

210 **i. District Manager's Report**

211 **ii. Field Manager's Report**

212 **iii. Bales Security**

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214 The Board reviewed the management reports.

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216 *Mrs. Nussel called Cheryl Rorrer with Global Solution Partners.*

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218 **4. BUSINESS ITEMS (cont.)**

219 **G. Discussion on Reserve Study Report**

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221 Supervisor Campbell asked Cheryl Rorrer with Global Solution Partners about the reserve
222 savings. Supervisor Campbell wanted to know how they came up with the calculations. The
223 Board and Ms. Rorrer discussed the report and reserve savings at length. They discussed the
224 ways they could save and get costs down from the amount needed for the reserves. Ms. Rorrer
225 will send Mrs. Nussel an excel spreadsheet with the calculations, and Mrs. Nussel will send it to
226 the Board. The Board will then review it and make any changes they would like to see, and then
227 they will send their changes back to Mrs. Nussel. Mrs. Nussel will do a completion of all the
228 changes and then send it back to Mrs. Rorrer.

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230 *Cheryl Rorrer left the conference call.*

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233 **8. SUPERVISOR REQUESTS**

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235 There were no supervisor requests.

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239 **9. ADJOURNMENT**

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241	MOTION TO:	Adjourn at 7:38 p.m.
242	MADE BY:	Supervisor Campbell
243	SECONDED BY:	Supervisor Dignan
244	DISCUSSION:	None further
245	RESULT:	Called to Vote: Motion PASSED
246		4/0 - Motion passed unanimously

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

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

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

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255 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
256 **meeting held on 5-22-19.**

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260 **Signature**

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263 **Printed Name**

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265 **Title:**
266 **Secretary**
267 **Assistant Secretary**

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260 **Signature**

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263 **Printed Name**

265 **Title:**
266 **Chairman**
267 **Vice Chairman**

Recorded by Records Administrator



Signature

5-23-19
Date

