

**AVELAR CREEK  
COMMUNITY DEVELOPMENT DISTRICT**

**August 22, 2018 Minutes of Public Hearing and Regular Meeting**

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

The Public Hearing and Regular Meeting of the Board of Supervisors of Avelar Creek Community Development District was held on **Wednesday, August 22, 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 Public Hearing and Regular Meeting of the Board of Supervisors of the Avelar Creek Community Development District to order on **Wednesday, August 22, 2018 at 6:00 p.m.**

Board Members Present and Constituting a Quorum:

Kevin Ritchie	Chairman
Julie Campbell	Supervisor
Michael Finke	Supervisor

Staff Members Present:

Debby Nussel	Meritus
Andrea Cedres	Onsite Manager

There were 11 audience members present.

**2. PLEDGE OF ALLEGIANCE**

Supervisor Ritchie led the Pledge of Allegiance.

**3. RECESS TO PUBLIC HEARING**

Mrs. Nussel directed the Board to recess to the Public Hearing.

39 **4. PUBLIC HEARING ON ADOPTING PROPOSED FISCAL YEAR 2019 BUDGET**

40 **A. Open Public Hearing on Adopting Fiscal Year 2019 Budget**

41

MOTION TO:	Open the public hearing.
MADE BY:	Supervisor Ritchie
SECONDED BY:	Supervisor Campbell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion passed unanimously

47

48

49 **B. Staff Presentations**

50

51 Mrs. Nussel went over each line item and assessment amounts for the Fiscal Year 2019 Proposed  
52 Budget. She stated that this is the proposed budget with the changes the Board passed back in  
53 May.

54

55 **C. Public Comments**

56

57 Audience members made comments about not being happy about the increase proposed, the  
58 landscaping total amount, and the amount the District spends on annuals. A resident asked if the  
59 District could change when the annuals are replaced to be "as needed." The Board discussed the  
60 request and agreed.

61

62 **D. Close Public Hearing on Adopting Fiscal Year 2019 Budget**

63

MOTION TO:	Close the public hearing.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Ritchie
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion passed unanimously

69

70

71 **E. Consideration of Resolution 2018-03; Adopting Fiscal Year 2019 Budget**

72

73 Mrs. Nussel went over the resolution with the Board.

74

75  
76  
77  
78  
79  
80  
81  
82  
83  
84  
85  
86  
87  
88  
89  
90  
91  
92  
93  
94  
95  
96  
97  
98  
99  
100  
101  
102  
103  
104  
105  
106  
107  
108  
109  
110

MOTION TO:	Approve Resolution 2018-03.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Finke
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion passed unanimously

**5. RETURN AND PROCEED TO REGULAR MEETING**

Mrs. Nussel directed the Board to return and proceed to the regular meeting.

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

A resident commented about the cattails in the pond off of Avelar and Holland. Mrs. Nussel will coordinate with the aquatics vendor to have them spray the cattails more often.

**7. BUSINESS ITEMS**

**A. Consideration of Resolution 2018-04; Assessment Resolution**

Mrs. Nussel went over the resolution with the Board.

MOTION TO:	Approve Resolution 2018-04.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Ritchie
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion passed unanimously

**B. Consideration of Resolution 2018-05; Setting Fiscal Year 2019 Meeting Schedule**

Mrs. Nussel went over the resolution and meeting schedule dates with the Board.

111  
112  
113  
114  
115  
116  
117  
118  
119  
120  
121  
122  
123  
124  
125  
126  
127  
128  
129  
130  
131  
132  
133  
134  
135  
136  
137  
138  
139  
140  
141  
142  
143  
144  
145  
146  
147  
148  
149  
150  
151

MOTION TO:	Approve Resolution 2018-05.
MADE BY:	Supervisor Ritchie
SECONDED BY:	Supervisor Finke
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion passed unanimously

**C. Discussion on Proposals to Paint/Stain Bridge**

Mrs. Nussel went over both proposals with the Board. The Board discussed the proposals.

MOTION TO:	Approve the Ryder Residential proposal for \$1,024.
MADE BY:	Supervisor Ritchie
SECONDED BY:	Supervisor Campbell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion passed unanimously

**D. Discussion on Common Area Landscape for Avelar Creek South**

Mrs. Nussel went over the proposal to install the oak trees at Hampton Hill. Mr. Walter Kraft went over the location and what the residents would like see done behind Hampton Hill. The Board discussed this area and the proposal. The Board agreed to approve the LMP proposal to install the oak trees for \$2067. Mrs. Nussel stated she will work with LMP and Mr. Kraft on the location of the trees. She will also discuss the mowing of this area with LMP. Mrs. Nussel did state that she discussed this pond with the aquatics vendor, and they are submitting a proposal to clean up the back area. She said the proposal is going to be around \$5,000 and will be in the next meeting book.

**E. Acceptance of Financial Report for Fiscal Year Ending September 30, 2017**

Mrs. Nussel went over the Audit with the Board.

MOTION TO:	Accept the Financial Report for Fiscal Year Ending September 30, 2017.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Finke
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion passed unanimously

152  
153  
154  
155  
156  
157  
158  
159  
160  
161  
162  
163  
164  
165  
166  
167  
168  
169  
170  
171  
172  
173  
174  
175  
176  
177  
178  
179  
180  
181  
182  
183  
184  
185  
186  
187  
188  
189

**F. General Matters of the District**

**8. CONSENT AGENDA**

**A. Consideration of the Board of Supervisors Meeting Minutes May 23, 2018**

The Board reviewed the minutes.

MOTION TO:	Approve the May 23, 2018 minutes.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Ritchie
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion passed unanimously

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

The Board went over the May 2018 O&Ms.

MOTION TO:	Approve the May 2018 O&Ms.
MADE BY:	Supervisor Ritchie
SECONDED BY:	Supervisor Finke
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion passed unanimously

**C. Consideration of Operations and Maintenance Expenditures June 2018**

The Board went over the June 2018 O&Ms.

MOTION TO:	Approve the June 2018 O&Ms.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Ritchie
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion passed unanimously

190 **D. Consideration of Operations and Maintenance Expenditures July 2018**

191  
192 The Board went over the July 2018 O&Ms.  
193

194	MOTION TO:	Approve the July 2018 O&Ms.
195	MADE BY:	Supervisor Ritchie
196	SECONDED BY:	Supervisor Campbell
197	DISCUSSION:	None further
198	RESULT:	Called to Vote: Motion PASSED
199		3/0 - Motion passed unanimously

200  
201 **E. Review of Financial Statements Month Ending July 31, 2018**

202  
203 The Board reviewed and accepted the financials.  
204  
205

206 **9. SUPERVISOR/STAFF REPORTS**

207 **A. Supervisor Reports**

208 **i. Landscape Update by Supervisor Perich**

209  
210 Mrs. Nussel stated that the landscape issues had already been covered already in the meeting.  
211 She will meet with LMP onsite to review the entire community and discuss Avelar Creek South  
212 tree locations, annuals, and main entrance.  
213

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

215  
216 Supervisor Campbell said she had nothing to report at this time. Supervisor Campbell stated that  
217 the Audit for 2017 was just approved.  
218

219 **iii. Security Update by Supervisor Ritchie**

220  
221 Supervisor Ritchie went over his report. He stated that there are a couple of lights out at the pool  
222 area, the access system failed after lighting strike, and MHD installed a battery back-up to help  
223 prevent this happening again. Supervisor Ritchie said that Bales reported one problem with a  
224 resident that they had to call the Sheriff's office to address. The resident was intoxicated and  
225 would not leave the pool.  
226

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

228  
229 Mrs. Nussel stated that Supervisor Dignan has been volunteering at the pool as a pool monitor.  
230 This has helped save the District money and has allowed Bales focus on the rest of the  
231 community.

232  
233  
234  
235  
236  
237  
238  
239  
240  
241  
242  
243  
244  
245  
246  
247  
248  
249  
250  
251  
252  
253  
254  
255  
256  
257  
258  
259  
260  
261  
262  
263  
264  
265  
266  
267  
268  
269

**v. Pond Update by Supervisor Finke**

Supervisor Finke said that the fountain is working well, and there haven't been any problems with it since it has been fixed. Supervisor Finke is going to get with the aquatics vendor to go out on a boat to look at the ponds.

**10. MANAGEMENT REPORTS**

**A. District Manager**

**i. Field Manager's Report**

Mrs. Nussel went over the action item list. She stated that the pool stains will be cleaned the second week of September. The pool will have to be closed for 1 to 2 days. This will be done during the week. Mrs. Cedres will post signs that give the dates.

Mrs. Nussel reminded the Board that both townhome entrances are the HOA's responsibility. She stated that she had received an email for the south townhomes entrances, and she replied that it is for the HOA to handle. She also notified the HOA property manager, Chris Haines.

Mrs. Nussel then updated the Board on the HOA/CDD well agreement with the Cove at Avelar Creek. She spoke with LMP and learned that the the CDD uses 85% of the well, and the Cove at Avelar Creek uses 15%. Mrs. Nussel will revise the agreement to reflect the correct usage.

MOTION TO:	Approve the HOA/CDD well agreement with the Cove at Avelar Creek with the changes as discussed.
MADE BY:	Supervisor Ritchie
SECONDED BY:	Supervisor Campbell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion passed unanimously

Mrs. Nussel also updated the Board on the CDD website needed to be ADA compliant. She stated that there have been lawsuits won against CDDs for their websites not being ADA compliant. The insurance company has stated the CDDs need to get their websites into ADA compliance or their insurance covered will be dropped. Counsel has also recommend to get the website into ADA compliance.

270  
271  
272  
273  
274  
275  
276  
277  
278  
279

MOTION TO:	Approve the initial cost of \$2,900 and after that the annual cost of \$1,500 to get the CDD website to ADA standards.
MADE BY:	Supervisor Finke
SECONDED BY:	Supervisor Ritchie
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion passed unanimously

280  
281  
282  
283

**11. SUPERVISOR REQUESTS**

284 Supervisor Campbell asked about the open seats for the upcoming election. Mrs. Nussel stated  
285 that Supervisor Campbell's seat and Supervisor Perich's seat both ran unopposed.

286  
287  
288

**12. ADJOURNMENT**

289  
290  
291  
292  
293  
294  
295

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

296  
297



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

299

300 \*These minutes were done in summary format.

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


304

305 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed  
306 meeting held on 10-24-18.

307

308


309

  
\_\_\_\_\_  
Signature

310

311

312

  
\_\_\_\_\_  
Printed Name

313

314

315

Title:  
 Secretary  
 Assistant Secretary


316

317

318

319

320

  
\_\_\_\_\_  
Signature

Signature

  
\_\_\_\_\_  
Printed Name

Printed Name

Title:  
 Chairman  
 Vice Chairman

321

322

323

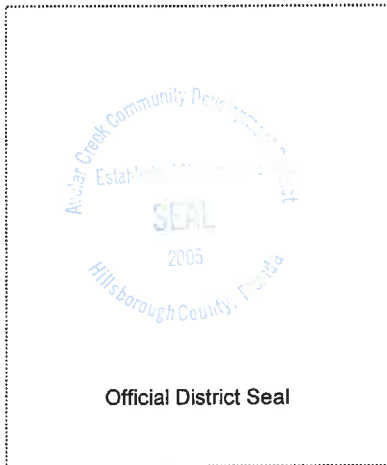
324

325

326

327

328



Recorded by Records Administrator

  
\_\_\_\_\_  
Signature

11.30.18  
Date