

**AVELAR CREEK
COMMUNITY DEVELOPMENT DISTRICT**

January 20, 2016 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, January 20, 2016 at 6:00 pm at the Avelar Creek Clubhouse, located at 10125 Holland Ave., Riverview, FL 33579.

1. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited and led by Debby Hukill.

2. CALL TO ORDER

Ms. Hukill called the Regular Meeting of the Board of Supervisors of the Avelar Creek Community Development District to order on Wednesday, January 20, 2016 at 6:05 PM.

Board Members Present and Constituting a Quorum:

Matthew Bilancia	Vice Chairman
Kevin Ritchie	Supervisor
Julie Campbell	Supervisor
Christopher Perich	Supervisor

Staff Members Present:

Debby Hukill	District Manager, Meritus
Andrea Cedres	On-Site Personnel
Scott Steady	District Counsel

Fourteen Residents

3. AUDIENCE QUESTION AND COMMENT ON AGENDA ITEMS

There were none.

4. VENDOR/STAFF REPORTS

A. District Counsel

Scott Steady introduced himself to the Board and residents. Mr. Steady went over the Sunshine Laws with the Board and also went over public records, open Board seat and the process and Board responsibilities.

Mr. Steady answered Board questions on workshops, meeting materials and if Board members attend HOA meetings and CDD questions come up.

Mr. Steady took resident questions.

Mr. Steady left the meeting at 6:39 pm.

47 **B. District Engineer**
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49 Ms. Hukill reminded the audience the way CDD meetings are held and when the audience may
50 address the Board with questions and concerns.
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52 **5. BUSINESS ADMINISTRATION**

53 **A. Acceptance of Todd Hutchinson's Resignation**
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55	MOTION TO:	Accept Todd Hutchinson's Resignation.
56	MADE BY:	Supervisor Perich
57	SECONDED BY:	Supervisor Ritchie
58	DISCUSSION:	None further
59	RESULT:	Called to Vote: motion PASSED
60		4/0 - Motion passed unanimously

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62 **B. Matters Related to Supervisor Seats**
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64 Debby Hukill discussed with the Board their options for the open Board seat and the Board
65 discussed their options. The Board would like to give the residents 60 days to submit a resume if
66 they are interested. The Board agreed to have the next CDD meeting on Wednesday, March 16 at
67 6:00 pm. Ms. Hukill told the Board they may interview the candidates if they wish. All resumes
68 need to be in by March 8, 2016. Ms. Hukill will send all resumes to the Board on February 24th.
69 The ones the District receives after that will be sent to the Board one by one as they come in.
70 Supervisor Bilancia asked to have the resumes sent to him as they come in.
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72 **C. Consideration of Resolution 2016-01; Re-Designating Officers**
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74 Ms. Hukill went over this Resolution with the Board.
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76	MOTION TO:	Appoint Kevin Ritchie as Chairman and leave the rest 77 of the Board as stated and approve Resolution 2016- 78 01.
79	MADE BY:	Supervisor Perich
80	SECONDED BY:	Supervisor Campbell
81	DISCUSSION:	None further
82	RESULT:	Called to Vote: motion PASSED
83		3/0 - Motion passed unanimously
84		Supervisor Ritchie Abstained from Voting.

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86 **D. Consideration of Resolution 2016-02; Authorization of Spending**

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88 Ms. Hukill went over this Resolution with the Board.
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MOTION TO:	Approve Resolution 2016-02
MADE BY:	Supervisor Perich
SECONDED BY:	Supervisor Campbell
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 - Motion passed unanimously

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97 **E. General Matters of the District**

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99 **6. CONSENT AGENDA**

100 **A. Consideration of the Board of Supervisors Meeting Minutes October 7, 2015**

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MOTION TO:	Approve October 7, 2015 meeting minutes.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Ritchie
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 - Motion passed unanimously

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109 **B. Consideration of Operations and Maintenance Expenditures January 2016**

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MOTION TO:	Approve Operations and Maintenance Expenditures for January 2016.
MADE BY:	Supervisor Bilancia
SECONDED BY:	Supervisor Ritchie
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 - Motion passed unanimously

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119 **C. Review of Financial Statements Month Ending November 30, 2015**

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121 **7. MANAGEMENT REPORTS**

- 122 **A. District Manager**
- 123 **B. Field Manager's Report**
- 124 **C. Amenities Manager Report**

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8. SUPERVISOR REQUESTS

Ms. Hukill asked the Board to share their concerns and areas they would like to look at in the future.

Supervisor Perich:
Landscape maintenance, community maintenance, using vendors that live in community. The Board discussed this option in length. They agreed to have a Community Workshop on March 5, 2016 at the clubhouse at 12:00 pm. Andre Cedres will do an email blast and post on the website.

Supervisor Bilancia:
Bales security, Board seat, pool and residents not following the rules. Andrea Cedres will order a sign for gate and highlight a few main rules.

Supervisor Ritchie:
Bales security, landscape, irrigation repairs, and budget. He requested we look at other security vendors. Debby Hukill stated she will get proposals for the March meeting.

Supervisor Campbell:
Christmas lights. Debby Hukill stated this will be on the May or June agenda.

Ms. Hukill told the Board it is a good idea to have the vendors at the meetings about every three months to answer any questions the Board and residents may have. Also, it will help them to get to know the vendors. Debby Hukill also stated every month if a Board member would like to meet with the vendor to let her know and she can arrange the meeting. The Board thought this was a good idea.

AUDIENCE COMMENTS

South sign for the CDD needs to be moved down. The Board agreed to move down sign.
Bales Security and speeding, meeting schedule, landscaping behind Holland, when appointing new member to Board please make sure all areas are represented, thanked the Board for their work in community.

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9. ADJOURNMENT

MOTION TO:	Adjourn
MADE BY:	Supervisor Perich
SECONDED BY:	Supervisor Campbell
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 - Motion passed unanimously

**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 3-16-16.



Signature

Debby Hukill

Printed Name

Title:

- Secretary
- Assistant Secretary



Signature

Kevin B Ritchie

Printed Name

Title:

- Chairman
- Vice Chairman



Recorded by Records Administrator



Signature

March 22, 2016

Date