

**AVELAR CREEK  
COMMUNITY DEVELOPMENT DISTRICT**

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**October 28, 2020 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, October 28, 2020 at 6:00 pm via conference call at 1-866-906-9330 with participant access code 4863181.**

**1. CALL TO ORDER**

Rick Reidt called the Regular Meeting of the Board of Supervisors of the Avelar Creek Community Development District to order on **Wednesday, October 28, 2020 at 6:03 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:

Rick Reidt	Meritus, District Manager
Andrea Cedres	Meritus, Onsite Manager
Scott Steady	District Counsel, Burr Forman
Nicole Lebron	District Engineer,

There were no audience members present on the conference call.

**2. PLEDGE OF ALLEGIANCE**

Supervisor Perich 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 New Monument Signs**

The Board discussed the monument signs and said they wanted to keep it simple, cost-effective, and to limit the quotes to \$1,000 to \$2,000 per sign. The Board said they would like for the signs to have a black background, gold letters, and wooden posts. They also would like for it to be

treated with a high quality clear seal and for the signs to have a 10-year life span. The Board asked for staff to get several quotes for the January meeting.

**B. Discussion on Installation of Playground Mulch**

The Board discussed the installation of playground mulch.

MOTION TO:	Approve the installation of playground mulch for \$5,250.
MADE BY:	Supervisor Perich
SECONDED BY:	Supervisor Campbell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

**C. Discussion on Tree Removal Project**

The Board discussed tree removal and tabled this item until January. They felt the quote was fair but asked for two other quotes for the next meeting.

**D. General Matters of the District**

**5. CONSENT AGENDA**

**A. Consideration of the Board of Supervisors Public Hearing & Meeting Minutes August 26, 2020**

The Board reviewed the meeting minutes.

MOTION TO:	Approve the August 26, 2020 minutes.
MADE BY:	Supervisor Finke
SECONDED BY:	Supervisor Perich
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

**B. Consideration of Operations and Maintenance Expenditures August 2020**

The Board went over the August 2020 O&Ms. Supervisor Campbell requested a report from Global Communication on the Reserve Study and a report on how the Board is doing and to re-send the study to all of the supervisors.

MOTION TO:	Approve the August 2020 O&Ms.
MADE BY:	Supervisor Finke
SECONDED BY:	Supervisor Campbell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

### **C. Consideration of Operations and Maintenance Expenditures September 2020**

The Board went over the September 2020 O&Ms.

MOTION TO:	Approve the September 2020 O&Ms.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Perich
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

### **D. Review of Financial Statements Month Ending September 30, 2020**

Mr. Reidt went over the financials with the Board. He stated that the District finished the fiscal year 18% under budget with excess funds of \$59,017. The Board reviewed the reserve balance and was happy with the balance. Mr. Reidt reported that the Board had sufficient funds to operate until the new tax collection begins at the end of 2020.

## **6. SUPERVISOR/STAFF REPORTS**

### **A. Supervisor Reports**

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

Supervisor Perich reported that since Carson's was put on notice at the last meeting, they have done a great job and completed multiple tasks at no charge to the District. Some of the palm trees need attention and to be trimmed. The HOA needs to address tree lifting on homeowner properties, and Carson's needs to address low hanging tree along Holland by the church.

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

Supervisor Campbell stated that the District is doing well financially and there is nothing additional to report.

**iii. Clubhouse & Pool Update by Supervisor Finke**

Supervisor Finke went over that the clubhouse is closed until January and the pool maintenance has been good. Ms. Cedres added to the report the Halloween drive-thru event will take place on Saturday, October 31, 2020. No rentals will be accepted until further Board action in the January meeting. Regarding the accident that damaged the fence on Hwy 301, Supervisor Finke has helped the District has obtain a police report, and claims for damage have been submitted to the insurance company of the vehicle.

**iv. Pond Update by Supervisor Dignan**

Supervisor Dignan updated the Board that the water tables look good. Many of the grasses are dying and will degrade. Mr. Reidt reported that the reeds will be sprayed and killed under contract with machete-cut to help with deterioration. If a quicker response is needed to remove dead material, he will obtain a quote.

The Board and staff expressed appreciation for the service Supervisor Dignan has given to the District. He thanked them and appreciated all of the positive comments.

**7. MANAGEMENT REPORTS**

**A. District Manager's Report**

Mr. Reidt went over that the Stepp's Towing Agreement had been submitted, along with a request for sign placements. He is waiting on Stepp's to place the signs and then will implement towing with Supervisor Campbell, Supervisor Finke, and Supervisor Perich as contacts for towing authorization.

Mr. Reidt explained that Seat 1 will be vacant on November 13th, and Seat 5 is vacant. The Board will need to solicit applications for consideration to fill the vacant seats in their January meeting. Mr. Steady recommended at least filling one seat in the event one of the three current supervisors would need to leave; with only three Board members, the Board would not have quorum to replace any empty seats. Social media and community communication will be used to notify the community of vacant seats and plans to fill them in January. The Board will need to re-designate officers in January following possible filling of the vacant seats.

Ms. Cedres will be on vacation November 13-24, 2020. The Board and other residents should contact Mr. Reidt during this time if they need assistance.

## **B. Clubhouse Manager's Report**

Mrs. Cedres reviewed the holiday decorations with the Board. There is a budget of \$4,000; however, she did not plan to spend much more than \$500 with the use of hiring a person to help her do the installation. Invoicing will reflect that the hours were for installing the holiday decorations. This item was within management's spending authority and verbally approved by consensus. Decorations will be up by November 30th.

## **8. SUPERVISOR REQUESTS**

There were no additional supervisor requests at this time.

## **9. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

Mr. Hill, Heidi Malone, and Lisa Cypert commented about the fire hydrant and landscaping outside of The Cove. The Board and Mr. Steady also discussed these items in detail. The two attorneys will review and bring a recommended solution back to the Board in the January meeting. The discussion will be placed at the beginning of the agenda to minimize legal costs for both the HOA and CDD.

Mr. Craft asked for more clarity regarding the signage discussion at the beginning of the meeting. The intent of the Board was signage at the Twin Creeks entries. The Board reviewed the missing and damaged signs on the brick entries and decided they would like for them to look similar to the front entry sign in black and gold architectural foam.

<b>MOTION TO:</b>	Approve new signs not to exceed \$1,000 per sign for a total of \$2,000 with Chair approval.
<b>MADE BY:</b>	Supervisor Campbell
<b>SECONDED BY:</b>	Supervisor Perich
<b>DISCUSSION:</b>	None further
<b>RESULT:</b>	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

A resident who lives in the end unit by the townhomes asked for the District to map the area for landscaping, as Carson's has been providing intermittent service and the mowing maintenance areas need to be more clearly identified.

**10. ADJOURNMENT**

MOTION TO:	Adjourn at 7:39 p.m.
MADE BY:	Supervisor Perich
SECONDED BY:	Supervisor Campbell
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 1/27/2021.

*Rick L Perich*  
Signature

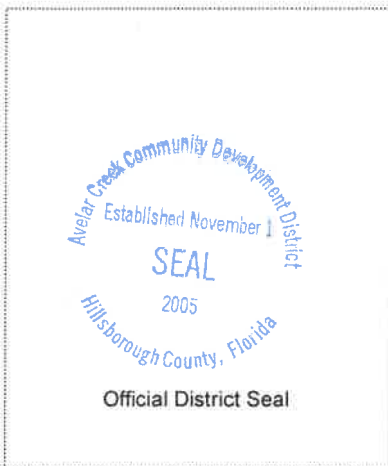
Rick L - Perich  
Printed Name

Title:  
 Secretary  
 Assistant Secretary

*Christopher Perich*  
Signature

Christopher Perich  
Printed Name

Title:  
 Chairman  
 Vice Chairman



Recorded by Records Administrator

02/11/21 *[Signature]*  
Signature

2/11/21  
Date