

**AVELAR CREEK  
COMMUNITY DEVELOPMENT DISTRICT**

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**August 26, 2020 Minutes of the Board of Supervisors Regular Meeting & Public Hearing**

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

The Regular Meeting & Public Hearing of the Board of Supervisors of Avelar Creek Community Development District was held on **Wednesday, August 26, 2020 at 6:00 pm** via conference call at 1-866-906-9330 with participant access code 4863181.

**1. CALL TO ORDER**

Debby Nussel called the Regular Meeting & Public Hearing of the Board of Supervisors of the Avelar Creek Community Development District to order on **Wednesday, August 26, 2020 at 6:01 p.m.**

**Board Members Present and Constituting a Quorum:**

Christopher Perich	Vice Chair
Michael Finke	Supervisor
Michael Dignan	Supervisor

**Staff Members Present:**

Debby Nussel	Meritus, District Manager
Andrea Cedres	Meritus, Onsite Staff

There were two audience members in attendance via conference call.

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

There were no public comments on agenda items.

**3. RECESS TO PUBLIC HEARING**

Mrs. Nussel directed the Board to recess to the public hearing.

**4. PUBLIC HEARING ON ADOPTING PROPOSED FISCAL YEAR 2021 BUDGET**

**A. Open Public Hearing on Proposed Fiscal Year 2021 Budget**

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

**B. Staff Presentations**

Mrs. Nussel went over each section of the budget and read the totals.

**C. Public Comments**

Supervisor Dignan wanted to make sure there were reserves in the budget. Mrs. Nussel stated yes, there are capital reserves in the budget.

**D. Consideration of Resolution 2020-04; Adopting Fiscal Year 2021 Budget**

The Board reviewed the resolution.

MOTION TO:	Approve Resolution 2020-04.
MADE BY:	Supervisor Dignan
SECONDED BY:	Supervisor Perich
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion passed unanimously

**E. Close Public Hearing on Proposed Fiscal Year 2021 Budget**

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

**5. PUBLIC HEARING ON LEVYING O&M ASSESSMENTS**

**A. Open Public Hearing on Levying O&M Assessments**

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

**B. Staff Presentations**

Mrs. Nussel went over each lot size assessment for the 2021 budget.

**C. Public Comments**

There were no public comments.

**D. Consideration of Resolution 2020-05; Levying O&M Assessments**

The Board reviewed the resolution.

MOTION TO:	Approve Resolution 2020-05.
MADE BY:	Supervisor Perich
SECONDED BY:	Supervisor Dignan
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion passed unanimously

**E. Close Public Hearing on Levying O&M Assessments**

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

**6. RETURN TO REGULAR MEETING**

Ms. Nussel directed the Board to return to the regular meeting.

**7. BUSINESS ITEMS**

**A. Consideration of Resolution 2020-06; Setting Fiscal Year 2021 Meeting Schedule**

Mrs. Nussel reviewed the resolution and meeting schedule with the Board.

MOTION TO:	Approve Resolution 2020-06.
MADE BY:	Supervisor Finke
SECONDED BY:	Supervisor Perich
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion passed unanimously

**B. Discussion on Main Entrance Center Island Landscaping Proposal**

Mrs. Nussel reviewed the proposal with the Board. The Board discussed the proposal and agreed to approve it. Mrs. Nussel stated that no motion is needed since the amount is so low.

**C. Discussion on Dead Tree Removal off of 301**

Mrs. Nussel reviewed the proposal with the Board. The Board discussed the proposal and the dead trees. Mrs. Nussel stated that PVC fence will need to be pressure washed once the trees are removed. The Board agreed.

MOTION TO:	Approve the proposal to remove the dead trees off of Cowley Rd. and 301.
MADE BY:	Supervisor Dignan
SECONDED BY:	Supervisor Finke
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion passed unanimously

**D. Discussion on New Monument Signs**

Mrs. Nussel reviewed the proposals with the Board. The Board discussed the location of the signs and the style of the signs. The Board agreed to start the work on the Hampton Hill back entrance now and see how it looks. Mrs. Nussel will contact the Engineer to get it started. Mrs. Nussel stated that it will take some time and she will keep the Board posted.

**E. Discussion on Removal of Cattail**

Mrs. Nussel reviewed the proposal with the Board. The Board would like to see a map of the area that shows how much will be taken out.

**F. Discussion on CDD Property and Parking at The Cove at Avelar Creek**

The Board discussed the parking issue at The Cove and the wooden blocks that were placed on CDD property to prevent people from parking. The Board understood what the homeowner was trying to do but stated that the wooden blocks needed to come down. Mrs. Nussel said the CDD irrigation boxes are at the end of this street. The Board agreed to put up no parking signs and tow any vehicle that is parked on CDD property. Mrs. Nussel said the CDD approved the towing agreement at the last meeting. The Board would like to have these two items completed at the same time so people cannot park in this area.

**G. Discussion on Sod Replacement Proposal**

Mrs. Nussel reviewed the proposal with the Board. The Board discussed the proposal and felt they must get this done.

MOTION TO:	Approve the sod replacement proposal.
MADE BY:	Supervisor Dignan
SECONDED BY:	Supervisor Perich
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion passed unanimously

**H. General Matters of the District**

**8. CONSENT AGENDA**

**A. Consideration of the Board of Supervisors Meeting Minutes May 20, 2020**

The Board reviewed the minutes.

<b>MOTION TO:</b>	Approve the May 20, 2020 minutes.
<b>MADE BY:</b>	Supervisor Perich
<b>SECONDED BY:</b>	Supervisor Dignan
<b>DISCUSSION:</b>	None further
<b>RESULT:</b>	Called to Vote: Motion PASSED 3/0 - Motion passed unanimously

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

The Board went over the May 2020 O&Ms.

<b>MOTION TO:</b>	Approve the May 2020 O&Ms.
<b>MADE BY:</b>	Supervisor Perich
<b>SECONDED BY:</b>	Supervisor Finke
<b>DISCUSSION:</b>	None further
<b>RESULT:</b>	Called to Vote: Motion PASSED 3/0 - Motion passed unanimously

**C. Consideration of Operations and Maintenance Expenditures June 2020**

The Board went over the June 2020 O&Ms.

<b>MOTION TO:</b>	Approve the June 2020 O&Ms.
<b>MADE BY:</b>	Supervisor Dignan
<b>SECONDED BY:</b>	Supervisor Perich
<b>DISCUSSION:</b>	None further
<b>RESULT:</b>	Called to Vote: Motion PASSED 3/0 - Motion passed unanimously

**D. Consideration of Operations and Maintenance Expenditures July 2020**

The Board went over the July 2020 O&Ms.

MOTION TO:	Approve the July 2020 O&Ms.
MADE BY:	Supervisor Dignan
SECONDED BY:	Supervisor Finke
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion passed unanimously

**E. Review of Financial Statements Month Ending July 31, 2020**

The Board reviewed and accepted the financials.

**9. SUPERVISOR/STAFF REPORTS**

**A. Supervisor Reports**

**i. Landscape Update by Supervisor Perich**

Supervisor Perich shared his concerns with Carson Landscaping. He said they started out great, but over the past few months he felt that they have slacked off with the attention to detail. Mrs. Nussel said she can give Carson a 30-day notice to cure. The Board agreed. Mrs. Nussel stated that she will update the Board on her monthly meetings with Carson.

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

There were no additional account and financing updates at this time.

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

Supervisor Fink said the pool is open and Mrs. Cedres is doing a great job.

**iv. Pond Update by Supervisor Dignan**

There were no additional pond updates at this time.

**10. MANAGEMENT REPORTS**

**A. District Manager**

Mrs. Nussel briefly went over the management reports. She updated the Board that fish have started to be installed at the pond behind Hampton Hill. This pond has an algae problem. Mrs. Nussel also said that Carson Landscape has been working on the South entrance and she noticed last week that someone removed the bushes behind the monument at the south entrance.

Mrs. Cedres updated the Board on the south entrance sign. She received one proposal for \$1,500. Mrs. Nussel stated that she and Mrs. Cedres will look for one more proposal.

### **11. SUPERVISOR REQUESTS**

Supervisor Finke asked for an update on the light for the fountain.

### **12. AUDIENCE QUESTIONS AND COMMENTS**

A resident commented that parking at The Cove at Red Carpet is a problem. The resident thanked the Board for discussing the parking and seeing this problem. The resident would also like to bring out the red signs some more at the end of the streets. There was another resident comment about dead grass off of 301. A resident also commented that there is homeowner at the south that could have removed the CDD bushes by monument.

### **13. ADJOURNMENT**

<b>MOTION TO:</b>	Adjourn.
<b>MADE BY:</b>	Supervisor Dignan
<b>SECONDED BY:</b>	Supervisor Perich
<b>DISCUSSION:</b>	None further
<b>RESULT:</b>	Called to Vote: Motion PASSED 3/0 - 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.*

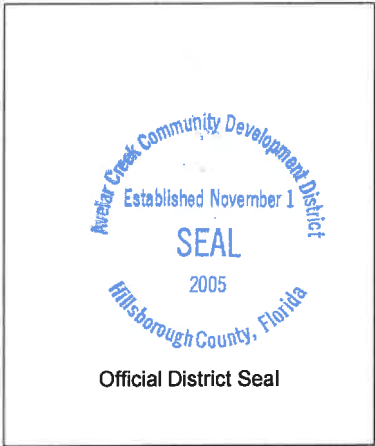
**Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on 10/28/2020.**

Brian Lamb  
**Signature**  
Brian Lamb  
**Printed Name**

**Title:**  
 **Secretary**  
 **Assistant Secretary**

Christopher Perich  
**Signature**  
Christopher Perich  
**Printed Name**

**Title:**  
 **Chairman**  
 **Vice Chairman**



*Recorded by Records Administrator*

Brittany Crutchfield  
**Signature**  
10/30/2020  
**Date**