

**AVELAR CREEK  
COMMUNITY DEVELOPMENT DISTRICT**

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**May 22, 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, May 22, 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, May 22, 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 10 audience members present.

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

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

Residents addressed a concern about speeding in the community. The Board and residents discussed this issue. The roads are owned by the County. The Board recommended that residents call the Sheriff's office. Residents also commented on the front entrance landscaping, fishing in the ponds, security, and the townhome area. Supervisor Dignan will get information on fishing in the ponds from the aquatics vendor.

42 **4. BUSINESS ITEMS**

43 **A. Discussion on District Engineer Proposals**

- 44 **i. CPH, Inc.**
- 45 **ii. Johnson, Mirmiran & Thompson, Inc. (JMT)**
- 46 **iii. Johnson Engineering**

47  
48 The Board reviewed and discussed the RFP's engineering services. The Board said that any one  
49 of these firms are qualified to be the District Engineer.

MOTION TO:	Go with the lowest engineer hourly rate.
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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58 **B. Discussion on Landscape Maintenance**

- 59 **i. Carson's Lawn**
- 60 **ii. Down to Earth**
- 61 **iii. Fieldstone**

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63 The Board reviewed and discussed the RFPs for landscaping. The Board felt Carson would be  
64 the best choice since they already know the community and have completed work for the  
65 community.

MOTION TO:	Terminate the LMP Contract, amended to also include deducting any damages of the landscape the District had to replace from neglect.
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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76 The Board continued to discuss the RFP for landscaping.

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MOTION TO:	Accept the Carson landscaping proposal.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Finke
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

**C. Annual Disclosure of Qualified Electors**

Mrs. Nussel announced that Avelar Creek CDD had 956 qualified electors as of April 15, 2019.

**D. Consideration of Board Resignation**

The Board went over Supervisor Ritchie’s Board resignation.

MOTION TO:	Accept Supervisor Ritchie’s resignation.
MADE BY:	Supervisor Perich
SECONDED BY:	Supervisor Dignan
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

**E. Consideration of Resolution 2019-01; Approving Proposed FY 2020 Budget & Setting Public Hearing**

Mrs. Nussel went over the resolution and budget line items with the Board. Supervisor Campbell reviewed the items that are coming up from the reserve study and wanted to make sure that there is money designated in the upcoming budget. Supervisor Campbell also wanted to take out pool furniture from the reserve study.

MOTION TO:	Approve Resolution 2019-01, setting the public hearing for August 28, 2019 at 6:00 p.m. at the clubhouse.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Perich
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

119 **F. General Matters of the District**

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122 **5. CONSENT AGENDA**

123 **A. Consideration of the Board of Supervisors Meeting Minutes March 27, 2019**

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125 The Board reviewed the minutes.

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MOTION TO: Approve the March 27, 2019 minutes.

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MADE BY: Supervisor Dignan

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SECONDED BY: Supervisor Finke

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DISCUSSION: None further

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RESULT: Called to Vote: Motion PASSED

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4/0 - Motion passed unanimously

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134 **B. Consideration of Operations and Maintenance Expenditures March 2019**

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136 The Board went over the March 2019 O&Ms.

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MOTION TO: Approve the March 2019 O&Ms.

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MADE BY: Supervisor Campbell

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SECONDED BY: Supervisor Dignan

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DISCUSSION: None further

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RESULT: Called to Vote: Motion PASSED

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4/0 - Motion passed unanimously

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145 **C. Consideration of Operations and Maintenance Expenditures April 2019**

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147 The Board went over the April 2019 O&Ms.

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MOTION TO: Approve the April 2019 O&Ms.

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MADE BY: Supervisor Campbell

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SECONDED BY: Supervisor Dignan

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DISCUSSION: None further

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RESULT: Called to Vote: Motion PASSED

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4/0 - Motion passed unanimously

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157 **D. Review of Financial Statements Month Ending April 30, 2019**

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159 The Board reviewed and accepted the financials.  
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162 **6. SUPERVISOR/STAFF REPORTS**

163 **A. Supervisor Reports**

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

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166 Supervisor Perich stated that landscaping had already been discussed earlier in the meeting, and  
167 he was happy for the change in companies. He also wanted to discuss security and provided a  
168 brief update on the problems with Bales and why the Board terminated their contract. The Board  
169 agreed to have security on the next agenda.  
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171 **ii. Accounting & Financing Update by Supervisor Campbell**

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173 Supervisor Campbell stated that the financials and accounting had already been discussed earlier  
174 in the meeting. She was happy to report they are not recommending an increase and the  
175 assessments will stay the same for the upcoming year. Supervisor Campbell would like an Excel  
176 spreadsheet for the reserve study.  
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178 **iii. Clubhouse & Pool Update by Supervisor Finke**

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180 Supervisor Fink read Ms. Cedres's amenities manager report. The report is attached to the  
181 meeting minutes.  
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183 **iv. Pond Update by Supervisor Dignan**

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185 Supervisor Dignan reviewed his meeting with the aquatics vendor, Jason Marks. Supervisor  
186 Dignan stated that it was a good meeting. He said the District will have to approve carp for the  
187 problem with the front pond. The Board agreed. Mrs. Nussel noted she put that item in the  
188 upcoming budget.  
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191 **7. MANAGEMENT REPORTS**

192 **A. District Manager**

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

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

195 **iii. Staff Action Reports**

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197 Mrs. Nussel reviewed the management reports with the Board.  
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201 **8. SUPERVISOR REQUESTS**

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203 Supervisor Campbell discussed the silk fence around the pool area.

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205 Residents said that they would like to have a place at the end of the meeting to address the  
206 Board. The Board agreed to place this on the agenda. Residents also asked about looking at off-  
207 duty officers for security. The Board discussed this item again with the residents. The Board  
208 would like to talk with the HOAs to see if they are willing to go half with security so they could  
209 patrol the entire community and not just CDD property.

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211 Mrs. Nussel asked the Board if they would approve pressure washing the sidewalks at the front  
212 main entrance. The Board agreed.

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215 **9. ADJOURNMENT**

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

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## Avelar Creek CDD Amenities Manager's Report

5/22/2019

**Subject: Avelar Creek Clubhouse Operational Update.  
Recent Events, Upcoming Events, Programs in place and Future Projects, Rentals Safety.**

### Future CDD Programs (CDD board Approval)

- A. In Collaboration with the local YMCA and Avelar Creek CDD, residents will be able to participate in a free swim lessons program for kids starting in July 29, Program Information and enrollment forms will be send out in June for residents.
- B. Cooking program starting July 6

### Past Clubhouse CDD Community Events:

- A. Easter egg hunt amazing this year (200 residents)
- B. Outdoor Movie (20 residents)

### Upcoming CDD Events:

- A. (June 2) Welcoming Summer
- B. (July 21) Summer Blast Pool games and activities.
- C. (Oct 26) Fall Festival
- D. (November 23) Handmade Ornaments
- E. (December 14) Holiday Party

### Current CDD Program:

- A. Interviewing with another Zumba instructor next week.
- B. CPR and First Aid picking up again

### Avelar Creek Clubhouse Rental Safety:

Rentals will always have a CDD staff present during the event and after cleaning procedure. CDD staff is and always will provide support to rentals guesses in parking regulations and surroundings areas to ensure the safety of our residents and community.

### Avelar Creek Street Light

I reported 15 street lights to Teco. Those were fixed.

Avelar Creek Pool

- A. Filtration grids replaced and working properly.
- B. Health department inspection passes with perfect score.
- C. New pool signs will be install the week of June 26
- D. We need to place a fence around the pool pumps for safety; I can get them and install it.
- E. Currently looking for other quotes to paint the bathrooms door.

CDD involvement in the community

I'm currently driving around the community as part of my daily schedule routine I like to be involved with residents and assist them in any way.

New Clubhouse Maintenance checklist

We will need to have cameras ready before summer.

Thanks  
Andrea Cedres  
Amenities Manager

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

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227 \*These minutes were done in summary format.

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

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232 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed  
233 meeting held on 8-28-19.

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Signature

*Debby Nussel*

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Printed Name

Debby Nussel

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Title:

- Secretary
- Assistant Secretary

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Signature

*Christopher Perich*

Printed Name

Christopher Perich

Title:

- Chairman
- Vice Chairman

Recorded by Records Administrator

*Betty Arnold*

Signature

9-13-19

Date

