

**MINUTES OF MEETING
AVELAR CREEK
COMMUNITY DEVELOPMENT DISTRICT**

1 The reconvened meeting of the Board of Supervisors of Avelar Creek Community Development
2 District was held on Wednesday, November 20, 2024, at 6:00 p.m. at the Avelar Creek
3 Clubhouse, located at 10125 Holland Road, Riverview, FL 33578.

4 Present and constituting a quorum were:

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6	Julie Campbell	Chairperson
7	Kimmie J. McLoughlin	Vice Chairperson
8	Jessica Teston-Loadholtes	Assistant Secretary
9	Sebastian Johnson	Assistant Secretary
10	Donald Cullen	Assistant Secretary

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12 Also present were:

13	Andy Mendenhall	District Manager, Inframark
14	Scott Steady	District Counsel, Burr & Forman LLP
15	Christopher Allen	Onsite Manager, Inframark
16	Eric Dailey	President/CEO, Halifax Solutions

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18 *The following is a summary of the discussions and actions taken.*

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20 **FIRST ORDER OF BUSINESS**

Call to Order/Roll Call

21 Mr. Mendenhall called the meeting to order, and a quorum was established.

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23 **SECOND ORDER OF BUSINESS**

Pledge of Allegiance

24 The Pledge of Allegiance was recited.

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26 **THIRD ORDER OF BUSINESS**

Discussion of Management Services

27 Discussion ensued.

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29 **FOURTH ORDER OF BUSINESS**

**Resolution 2025-01 Approving Agreement
With Halifax Solutions, LLC Appointing
A Manager of the District**

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33	On MOTION by Ms. Campbell seconded by Ms. McLoughlin,
34	with all in favor Resolution 2025-01 approving an agreement with
35	Halifax Solutions, LLC thereby appointing a manager of the
36	District and providing an effective date was adopted. 5-0

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42 **FIFTH ORDER OF BUSINESS**

Resolution 2025-02 Designating the Primary Administrative Office and Principal Headquarters of the District Re-designating the Location of the Local District Records Office

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On MOTION by Ms. Campbell seconded by Mr. Cullen, with all in favor Resolution 2025-02 Re-Designating the primary administrative office and principal headquarters of the District; Re-Designating the location of the local District records office and providing an effective date was adopted. 5-0

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54 **SIXTH ORDER OF BUSINESS**

Resolution 2025-03 Re-Designating a Registered Agent and Registered Office Of the District

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On MOTION by Ms. Campbell seconded by Ms. Teston, with all in favor Resolution 2025-03 Re-Designating a Registered Agent and Registered Office of the District and providing an effective date was adopted. 5-0

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63 **SEVENTH ORDER OF BUSINESS**

Resolution 2025-04 Appointing and Removing Officers of the District

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On MOTION by Ms. McLoughlin seconded by Ms. Campbell, with all in favor Resolution 2025-04 Appointing and Removing Officers of the District was adopted. 5-0

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70 **EIGHTH ORDER OF BUSINESS**

Contract Between Avelar Creek CDD and Halifax Solutions, LLC for District Management

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73 No action needed.

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75 **NINTH ORDER OF BUSINESS**

Agreement for Professional Engineering Service

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On MOTION by Ms. Campbell seconded by Mr. Cullen with all in favor the agreement for Professional Engineering Services with Brletic Dvorak, Inc. was approved. 5-0

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88 **TENTH ORDER OF BUSINESS** **Contract with PSA Horticultural For**
 89 **Landscape Consulting Services**
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91 On MOTION by Ms. McLoughlin seconded by Ms. Campbell
 92 with all in favor the agreement with PSA Horticultural for
 93 horticultural landscaping consulting was approved. 5-0

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 95 **ELEVENTH ORDER OF BUSINESS** **Contract with Community XS for Web**
 96 **Services**
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98 On MOTION by Ms. Campbell seconded by Ms. McLoughlin
 99 with all in favor the contract with Community XS for Web
 100 Services was approved. 5-0

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 102 **TWELFTH ORDER OF BUSINESS** **Consideration of Approval of the August**
 103 **21, 2024 Regular Meeting and Public**
 104 **Hearing Minutes**
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106 On MOTION by Ms. Teston seconded by Mr. Johnson with all in
 107 favor the minutes of the August 21, 2024 meetings were
 108 approved. 5-0

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 110 **THIRTEENTH ORDER OF BUSINESS** **Consideration of Approval of the October**
 111 **16, 2024 Regular Meeting Minutes**
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113 On MOTION by Ms. Teston seconded by Mr. Johnson with all in
 114 favor the minutes of the October 16, 2024 meeting were
 115 approved. 5-0

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 117 **FOURTEENTH ORDER OF BUSINESS** **Consideration of Future Meeting Dates**
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119 On MOTION by Ms. Campbell seconded by Mr. Johnson with all
 120 in favor advertising the future meeting dates as follows; 1/20/25,
 121 3/24/25, 5/7/25, 7/30/25 at 6:00 p.m. was approved. 5-0

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 123 **FIFTEENTH ORDER OF BUSINESS** **Review of the September & October**
 124 **Financial Reports**
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126 On MOTION by Ms. Campbell seconded by Mr. Johnson with all
 127 in favor the September and October 2024 financial reports were
 128 accepted. 5-0

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 130 **SIXTEENTH ORDER OF BUSINESS** **Review of the August, September &**
 131 **October O&M Reports**
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On MOTION by Ms. Campbell seconded by Mr. Cullen with all in favor the August, September and October 2024 O&M Reports were accepted. 5-0

SEVENTEENTH ORDER OF BUSINESS Approval of the Juniper Community Cleanup

On MOTION by Ms. Campbell seconded by Ms. McLoughlin with all in favor the Community Cleanup to be done by Juniper was approved. 5-0

EIGHTEENTH ORDER OF BUSINESS Staff Reports

A. Supervisor Reports

None.

B. District Counsel

On MOTION by Ms. Campbell seconded by Mr. Johnson with all in favor hiring Ashley as Clubhouse Manager with authority to the Chair for the rate was approved. 5-0

C. District Engineer

No report.

D. District Manager

No report

NINTEENTH ORDER OF BUSINESS Board of Supervisors Requests & Comments

There were none.

TWENTIETH ORDER OF BUSINESS Adjournment

On MOTION by Ms. Campbell seconded by Ms. Teston with all in favor, the meeting was adjourned. 5-0



District Manager



Chairperson