

**Minutes of Meeting**

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the 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.

**Avelar Creek Community Development District**

The regular meeting of the Board of Supervisors of Avelar Creek Community Development District was held on **Monday, March 24, 2025, at 6:05 p.m.** at the Avelar Creek Clubhouse, located at 10125 Holland Road, Riverview, Florida 33578.

Present and constituting a quorum were:

Julie Campbell	Board Supervisor, Chairperson
Kimmie J. McLoughlin	Board Supervisor, Vice Chairperson
Donald Cullen	Board Supervisor, Assistant Secretary
Sebastian Johnson	Board Supervisor, Assistant Secretary
Jessica Teston-Loadholtes	Board Supervisor, Assistant Secretary

Also present were:

Eric Dailey	District Manager, Halifax Solutions
Scott Steady	District Counsel, Burr & Forman LLP
Stephen Brletic*	District Engineer, Brletic Dvorak, Inc. (joined the meeting in progress)
Andrea Cedres	Co-Owner, Neptune Multi Services
Nia Cruz Cedres	Clubhouse Coordinator, Neptune Multi Services
Delfino Agustin	Account Manager, Juniper Landscaping
Misty McCormick	Representative, Zebra Cleaning Team
Alex Kurth	President, Premier Lakes, Inc.
C.J. Greene	Lead Ecologist, Crosscreek Environmental Inc.

Audience	Present
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***Note (\*) – Attended via conference call.***

**First Order of Business**

**Call to Order and Roll Call**

Mr. Dailey called the meeting to order at 6:05 p.m. and conducted roll call, confirming that a quorum was present.

46 **Second Order of Business**

**Pledge of Allegiance**

47

48 Mr. Dailey asked the Board and Audience to recite in the Pledge of Allegiance.

49

50

51 **Third Order of Business**

**Audience Comments**

52

53 Mr. Dailey asked if there were any audience comments.

54

55 Ms. McCormick with Zebra Cleaning Team introduced here self to the Board and  
56 discussed the possible pool leak and black algae issues.

57

58 Mr. Nolto asked about the status of the bridge repair. The Board stated they are  
59 considering proposals later in the meeting.

60

61 Mr. Dailey asked if there were any further audience comments and there were  
62 none.

63

64

65 **Fourth Order of Business**

**Consent Agenda Items/Business  
Administration**

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68 Mr. Dailey asked if the Board had any questions regarding the consent agenda  
69 items. The Board had no questions or comments

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71

On a Motion by Ms. Campbell seconded by Mr. Johnson, with all in favor, the Board  
72 approved the Business Administration Consent Agenda Items as presented, for Avelar  
73 Creek Community Development District.

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76 **Fifth Order of Business**

**Staff Reports**

77

78 **A. Landscape Inspection Services**

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80 Mr. Dailey presented the report to the Board provided by PSA Horticultural and  
81 asked if they had any other questions or comments.

82

83 Mr. Dailey noted that with a score of 29 Juniper Landscaping failed the inspection  
84 but the main reason for that was the current state of the turf which was like this  
85 prior to them taking over. Mr. Dailey stated that overall, the property is in decent  
86 shape coming into the growing season.

87

88 **B. Landscape Services**

89

90 Mr. Agustin reviewed his report with the Board.

91

92 The Board asked about possible reseeding options for the sod and Mr. Agustin said  
93 he would look into that when they are ready to move forward.

94  
95 Ms. Teston-Loadholtes asked about getting the ponds line trimmed. Mr. Agustin  
96 stated they would get this done ASAP.

97  
98 Ms. McLoughlin asked about the status of the tree from the code enforcement issue.  
99 Mr. Dailey stated he had not heard anything back from the county after letting them  
100 know it had been addressed.

101  
102 Mr. Dailey presented the Juniper Landscaping Proposal #331882 for removal of  
103 excess vegetation around the pond on 10411 Avelar Ridge Drive for \$1,550.00 to the  
104 Board.

105  
106 The Board asked why this was not maintained under the current contract and Mr.  
107 Agustin stated this was overgrown before they started with the District.

108

109 **On a Motion by Ms. McLoughlin seconded by Ms. Campbell, with all in favor, the Board**  
110 **approved the Juniper Landscaping proposal #331882 for \$1,550.00, for Avelar Creek**  
111 **Community Development District.**

112  
113 Mr. Dailey presented the Juniper Landscaping contract renewal for May 1, 2025  
114 and reviewed the price breakdown provided to show that mulch and annuals will  
115 now be paid for only once the work is completed not monthly.

116

117 **On a Motion by Ms. McLoughlin seconded by Ms. Teston-Loadholtes, with all in favor, the**  
118 **Board approved the Juniper Landscaping contract renewal for \$112,553.00 for May 1,**  
119 **2025 through April 30, 2026, for Avelar Creek Community Development District.**

120  
121 Mr. Dailey asked the Board if they had any other questions or comments for Mr.  
122 Agustin. There were none so he left the meeting.

123  
124 The Board asked that since the vendors are waiting, if they could consider  
125 Business Item B, Consideration of Proposals for Pond & Waterway Management  
126 Services at this time.

127  
128 Mr. Brletic joined the meeting in progress by phone at 6:16 pm.

129  
130 Mr. Brletic presented the proposal summary for the Pond & Waterway  
131 Management Services to the Board and summarized the meetings he and Ms.  
132 Teston-Loadholtes had with the various vendors.

133  
134 Mr. Dailey stated the current budget for this service is \$7,500.00 which has been  
135 unused since the previous vendor was terminated last fiscal year.

136

137 Ms. Teston-Loadholtes stated that she would recommend either Crosscreek  
138 Environmental or Premier Lakes based on their experience and pricing. The Board  
139 asked the vendors present to clarify some items in their proposals.  
140

141 On a Motion by Ms. Teston-Loadholtes second by Ms. McLoughlin, with all in favor, the  
142 Board approved the proposal from Crosscreek Environmental for \$8,580.00 for year one,  
143 \$9,000.00 for year two and \$9,420.00 for year three for Pond & Waterway Management  
144 Services, for Avelar Creek Community Development District.

145 **C. District Engineer**

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147  
148 Mr. Brletic reviewed his two proposals for the Board, the first for the community  
149 map project for \$9,480.00 and the second for the Public Facilities Report update  
150 for \$2,520.00.  
151

152 The Board decided to table the Public Facilities Report update until next fiscal year.  
153

154 On a Motion by Ms. Campbell seconded by Mr. Johnson, with all in favor, the Board  
155 approved the proposal from BDi Engineering for the Community Map Project for  
156 \$9,480.00, for Avelar Creek Community Development District.

157  
158 The Board stated that since Mr. Brletic is on the phone at this time they would like  
159 to consider Business Item C, Consideration of Proposals for the Bridge Project.  
160

161 Mr. Brletic reviewed the proposals from Construction Management Services and  
162 Timber Intentions for the Board.  
163

164 On a Motion by Ms. Campbell seconded by Mr. Cullen, with all in favor, the Board approved  
165 the proposal from Construction Management Services for \$47,000.00 for the bridge repair  
166 with composite materials and to install four steel bollards for \$1,500.00 for a total of  
167 \$48,500.00, for Avelar Creek Community Development District.

168  
169 The Board stated that since Mr. Brletic is still on the phone they would also like to  
170 consider Business Item K, Discussion on HOA Signs.  
171

172 Ms. Campbell addressed the concern with the removal of the HOA signs prior to  
173 Mr. Dailey obtaining a proposal to do so at the Board direction from the January  
174 meeting.  
175

176 Ms. Campbell apologized to the HOA Board members present for the situation and  
177 stated she would like to see the District pay for the damage to the signs. The Board  
178 discussed how they would like to proceed and took comments from the HOA Board  
179 members in present.  
180

181 On a Motion by Mr. Johnson seconded by Ms. McLoughlin, with all in favor, the Board  
182 authorized the Chairperson at her discretion, to collaborate with the HOA to have the  
183 signs repaired, for Avelar Creek Community Development District.

184  
185 Mr. Dailey asked if the HOA Board members present had decided on where they  
186 would like to request to place the signs back on District property. The HOA Board  
187 members stated they have not at this time.

188  
189 Mr. Brletic asked the Board if they had any questions or comments. The Board had  
190 none so Mr. Brletic dropped off the call.

191  
192 The Board stated that since members of the HOA Board are present they would  
193 also like to consider Business Item J, Discussion on HOA Christmas Lights at this  
194 time.

195  
196 Ms. Campbell reviewed the documents in the agenda regarding the deposited  
197 check for \$853.09 by Inframark from the HOA for Christmas lights. Ms. Campbell  
198 stated that the District only spent \$523.64, and the HOA had requested the balance  
199 be returned that was unused.

200  
201 On a Motion by Ms. Campbell seconded by Ms. McLoughlin, with all in favor, the Board  
202 authorized reimbursing the HOA \$329.45 for the Christmas Lights, for Avelar Creek  
203 Community Development District.

204  
205 **D. Clubhouse Coordinator**

206  
207 Ms. Cedres introduced herself to the Board along with Ms. Nia Cruz Cedres who  
208 will be serving as the Clubhouse Coordinator with Neptune Multi Services.

209  
210 Ms. Cedres reviewed her report with the Board and discussed the need for  
211 possible more hours once the pool gets busier with the summer. The Board agreed  
212 that they wanted to stay with a not-to-exceed of fifteen hours per week for now.  
213 Ms. Cedres stated fifteen hours would work as they are currently only scheduled  
214 for a total of six hours a week in the clubhouse office, on Tuesdays and Thursdays  
215 from 4:00 pm to 7:00 pm. Ms. Cedres stated if needed they can add additional  
216 hours not-to-exceed fifteen total per week.

217  
218 Mr. Dailey presented the Neptune Multi Services Agreements for Clubhouse  
219 Coordination and Cleaning Services to the Board for ratification.

220  
221 On a Motion by Ms. Campbell seconded by Ms. McLoughlin, with all in favor, the Board  
222 ratified the Neptune Multi Services Agreements for Clubhouse Coordination and Cleaning  
223 Services, for Avelar Creek Community Development District.

224

225  
226 Ms. Cedres asked the Board if they had any questions or comments. The Board  
227 had none.

228  
229 **E. District Counsel**

230  
231 Mr. Steady stated he had no updates at this time, just they are continuing to work  
232 with Mr. Dailey to clean up items with the transition from Inframark.

233  
234 Mr. Steady asked the Board if they had any questions or comments. The Board  
235 had none.

236  
237 **F. District Manager**

238  
239 Mr. Dailey reviewed the Action Item List with the Board, and they had no questions  
240 or comments.

241  
242 Mr. Dailey provided updates on the following items:

- 243
- 244 • They have received credit from Inframark for the District totaling \$3,000.00
  - 245 for website and disclosure services.
  - 246 • The September 30, 2024 financial disclosure report was received from
  - 247 Inframark and was filed on March 17, 2025.
  - 248 • He will work with Ms. Cedres and Mr. Brletic to see what remaining items
  - 249 they need to address from the Egis site inspection report.

250  
251 Mr. Dailey asked the Board if they had any questions or comments. The Board had  
252 none.

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254  
255 **Sixth Order of Business** **Consideration of Resolution 2025-06,**  
256 **Appointing Officers of the District**

257  
258 Mr. Dailey presented Resolution 2025-06, Appointing Officers of the District to the  
259 Board.

260  
261 On a Motion by Mr. Campbell seconded by Mr. Johnson, with all in favor, the Board  
262 approved Resolution 2025-06, Appointing Officers for the District with Ms. Campbell as  
263 Chairperson, Ms. McLoughlin as Vice Chairperson, and Mr. Cullen, Mr. Johnson and Ms.  
264 Teston-Loadholtes as Assistant Secretaries, for Avelar Creek Community Development  
265 District.

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270 **Seventh Order of Business** **Consideration of Conyers Plumbing**  
271 **Proposal**  
272

273 Mr. Dailey presented the Conyers Plumbing Proposal to diagnose or replace the  
274 pool area water fountain.

275  
276 Mr. Dailey stated that Ms. Cedres tried to reset it as instructed by Conyers  
277 Plumbing, but it did not work. Mr. Dailey stated they will still come out and diagnose it but  
278 that is \$290.00 and if they say you need to replace it then you would still need to pay an  
279 additional \$2,124.00. The Board discussed the age of the water fountain and the need to  
280 replace it.

281

282 On a Motion by Mr. Cullen seconded by Ms. Campbell, with all in favor, the Board approved  
283 the Conyers Plumbing proposal for \$2,124.00 for a new water fountain, for Avelar Creek  
284 Community Development District.

285

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287 **Eighth Order of Business** **Consideration of Air-Ric's Proposal**  
288 **for AC Maintenance Services**  
289

290 Mr. Dailey presented the Air-Ric's Proposal for AC Maintenance Services to the  
291 Board.

292

293 On a Motion by Ms. Campbell seconded by Ms. Teston-Loadholtes, with all in favor, the  
294 Board approved the proposal from Air-Ric's for AC Maintenance Services for \$299.00 for  
295 two visits per year starting May 1, 2025, for Avelar Creek Community Development  
296 District.

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299 **Ninth Order of Business** **Consideration of Waste Management**  
300 **Proposal**  
301

302 Mr. Dailey presented the Waste Management Proposal to the Board.  
303

303

304 On a Motion by Mr. Cullen seconded by Mr. Johnson, with all in favor, the Board approved  
305 the proposal from Waste Management Inc. of Florida for thirty-six months for \$3,166.44  
306 for the first year for waste management services, for Avelar Creek Community  
307 Development District.

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310 **Tenth Order of Business** **Consideration of Proposals for**  
311 **Clubhouse Pest Control Services**  
312

313 Mr. Dailey presented the proposals for Clubhouse Pest Control Services to the  
314 Board.  
315

316 On a Motion by Ms. Campbell seconded by Ms. McLoughlin, with all in favor, the Board  
317 approved the Nvirotect Pest Control Services proposal for \$84,00 per month for  
318 clubhouse pest control services to start on May 1, 2025, for Avelar Creek Community  
319 Development District.

320  
321 On a Motion by Ms. Campbell seconded by Mr. Johnson, with all in favor, the Board  
322 approved to terminate the contract with HomeTeam Pest Defense for pest control  
323 services with thirty-day notice, for Avelar Creek Community Development District.

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326 **Eleventh Order of Business**

**Consideration of Proposals for Pool  
Cleaning Services**

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329 Mr. Dailey presented Proposals for Pool Cleaning Services to the Board.  
330

331

332 On a Motion by Mr. Cullen seconded by Ms. McLoughlin, with all in favor, the Board  
333 approved the proposal from Suncoast Pools for \$1,250.00 per month through September  
334 30, 2024 and for \$1,450.00 per month starting October 1, 2025 to September 30, 2026,  
for Avelar Creek Community Development District.

335

336 On a Motion by Mr. Cullen seconded by Mr. Johnson, with all in favor, the Board approved  
337 to terminate the contract with Zebra Cleaning Services for pool cleaning services with  
338 thirty-day notice, for Avelar Creek Community Development District.

339

340 The Board asked Mr. Dailey to have Suncoast Pools check for the possibility of a  
341 leak once they start.  
342

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344

344 **Twelfth Order of Business**

**Consideration of Proposals for  
Arbitrage Services**

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347 Mr. Dailey presented the Proposals for Arbitrage Services to the Board.  
348

349

349 Mr. Dailey explained that there are eight years of reports that need to be completed  
350 to get back in compliance plus the report for this year.  
351

351

352 On a Motion by Ms. Campbell seconded by Ms. McLoughlin, with all in favor, the Board  
353 approved the proposal from Grau & Associates for \$3,800.00 for arbitrage rebate  
354 services, for Avelar Creek Community Development District.

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**Thirteenth Order of Business**

**Discussion on O&M Assessments FY  
2025-2026**

Mr. Dailey stated that he had spoken with Ms. Campbell, and she wanted to see various assessment comparisons with increases to the Reserve Fund set at \$100,000.00, \$150,000.00, and \$200,000.00. Mr. Dailey reviewed these with the Board and explained they are based on current budget and not the proposed one for next fiscal year.

The Board agreed they need to increase assessments to not only build up the reserve funds but also to operate the District at the level residents expect it to be kept at.

Ms. Campbell asked Mr. Dailey to provide an updated proposed operating budget for the next fiscal year along with the options for the various reserves fund levels discussed for consideration at the May Board meeting.

**Fourteenth Order of Business**

**Supervisor Requests**

Mr. Dailey asked if there were any Supervisors Requests.

Ms. Campbell addressed the need for a CDD 101 for the Board Supervisors so they can all be on the same page with their roles and responsibilities and to review the various Florida laws that they need to comply with. Ms. Campbell reminded the Board and audience we are all one community working together.

Ms. Teston-Loadholtes provided the Board with an update on her attempts to get the county to install various wildlife crossing signs in the community. Ms. Teston-Loadholtes explained that the county said they do not qualify for them under their policies since they are not near a main road like Highway 301. Ms. Teston-Loadholtes stated she will continue to contact the county to see what other options there are, but she did not want to request to spend any District funds on signage at this time.

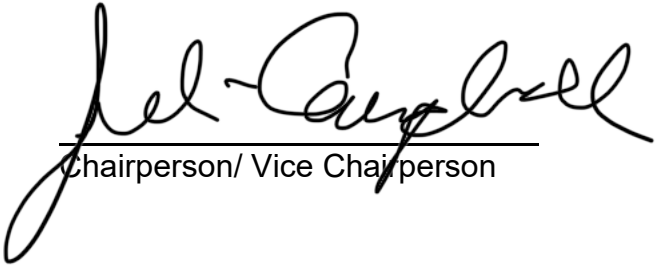
Mr. Dailey asked if there were any further Supervisors' Requests, and there were none.

**Fifteenth Order of Business**

**Adjournment**

On a Motion by Ms. Campbell, seconded by Mr. Johnson with all in favor, the Board adjourned the meeting at 8:28 p.m., for Avelar Creek Community Development District.

  
\_\_\_\_\_  
Secretary/Assistant Secretary

  
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Chairperson/ Vice Chairperson