

**AVELAR CREEK
COMMUNITY DEVELOPMENT DISTRICT**

March 22, 2017 Minutes of 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, March 22, 2017 at 6:02 pm at the Avelar Creek Clubhouse, located at 10125 Holland Ave., Riverview, FL 33579.

1. CALL TO ORDER

Supervisor Ritchie called the Continued Regular Meeting of the Board of Supervisors of the Avelar Creek Community Development District to order on Wednesday, March 22, 2017 at 6:00 p.m.

Board Members Present and Constituting a Quorum:

Kevin Ritchie	Chairman
Christopher Perich	Vice Chairman
Julie Campbell	Supervisor
Michael Dignan	Supervisor
Michael Finke	Supervisor

arrived at approximately 6:17 p.m.

Staff Members Present:

Debby Hukill District Manager, Meritus

There were approximately six audience members present.

2. PLEDGE OF ALLEGIANCE

Supervisor Ritchie led the Pledge of Allegiance.

3. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

A resident brought up that another resident at 12726 is putting his personal items on CDD property for days at a time. He is cleaning a bounce house on CDD property and leaving it there for days, which is killing the grass. The Board would like management to send a letter to the homeowners advising them that if any items are on CDD property without CDD approval, these items will be removed at the owners' expense.

4. BUSINESS ITEMS

A. Discussion on New Pool Cards for Residents

Ms. Hukill went over the options for new pool cards with the Board. Last spring, the Board discussed issuing new pool cards and looking at a card system that has the residents' pictures on the cards. Ms. Cedres got a quote from MHD that was for \$8,000 for this type of system. Ms. Cedres also looked at Amazon and saw a system for around \$480.00 that would work. The Board discussed if it would really be beneficial to spend the money for the photos or just issue new pool cards. Ms. Hukill stated that Avelar Creek hasn't cleaned out their pool card database, and it is time to do it. The Board agreed. Ms. Hukill stated Ms. Cedres would have to increase her hours for two weeks during the time that new pool cards are issued, and the Board agreed.

MOTION TO:	Start the process of issuing new pool cards without residents' pictures on them.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Finke
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion passed unanimously

B. Discussion on Boardwalk

Supervisor Ritchie stated that management received a proposal to repair the boardwalk for \$2,500. The Board and management felt that was high. Supervisor Ritchie, Supervisor Perich, and Ms. Hukill all inspected the boardwalk at different times. Supervisor Ritchie and Supervisor Perich felt they could do the work for around \$800 to \$900. Supervisor Ritchie said they could make it a community event, ask for volunteers, and have a cookout. The Board agreed to just take down the side railings on the approach to the bridge instead of replacing the wood. Ms. Hukill will send an email to the Board about the date for the event. Supervisor Ritchie stated he would like all of the Board members to participate, even if they just bring food or help with the cookout.

C. General Matters of the District

Supervisor Campbell asked about the HOA/CDD meeting on community events. Supervisor Ritchie recapped the meeting. The HOA and CDD will combine some of the major events. The townhomes at the South do not want to participate.

5. CONSENT AGENDA

A. Consideration of the Board of Supervisors Meeting Minutes November 30, 2016

The Board reviewed the minutes.

MOTION TO: Approve the November 30, 2016 minutes.
MADE BY: Supervisor Ritchie
SECONDED BY: Supervisor Perich
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
5/0 - Motion passed unanimously

B. Consideration of Operations and Maintenance Expenditures March 2017

The Board went over the O&Ms. Ms. Hukill explained the Bales credit for the car not being on-site.

MOTION TO: Approve the March 2017 O&Ms.
MADE BY: Supervisor Ritchie
SECONDED BY: Supervisor Campbell
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
5/0 - Motion passed unanimously

C. Review of Financial Statements Month Ending January 31, 2017

The Board reviewed and accepted the financials. Ms. Hukill stated that it is time to start preparing the 2018 proposed budget. Ms. Hukill said that once Mr. Paleveda finishes putting together the numbers, she will send out to the Board for them to start reviewing everything and giving their recommendations.

6. SUPERVISOR/STAFF REPORTS

A. Supervisor Reports

i. Landscape Update by Supervisor Perich

Supervisor Perich updated the Board on the landscape items that have been done. The annuals were installed last week, and the palms have been trimmed. Supervisor Perich also had a conversation with Anthony from LMP on how high they can trim the trees. LMP can trim up to 8 ft. without bringing in an arborist. Supervisor Perich stated that the trees around the ponds and on CDD property up front need to be trimmed.

ii. Accounting & Financing Update by Supervisor Campbell

Supervisor Campbell spoke with Mr. Paleveda, who is the new Controller for Meritus. She spoke to him about the accounting procedures and wanted to make sure that they are still the same. Supervisor Campbell is very happy with Jimmy as the Controller and felt he is doing a good job.

iii. Security Update by Supervisor Ritchie

Supervisor Ritchie updated the Board and residents on security activity in the community. Bales is doing early morning patrol to help with crime watch. Supervisor Ritchie encouraged all residents to call 911 if they see something suspicious happening. Supervisor Ritchie stated that some of the street lights have been fixed, but there are still a couple on Holland Road that are out. Supervisor Ritchie stated that he spoke with Carlos from the Neighborhood Watch and Richard from Bales about working together. Carlos held a meeting on a Sunday for the Neighborhood Watch, but it wasn't well attended.

Supervisor Perich stated that the clubhouse lost their cameras for about a week, and Supervisor Perich was able to fix the problem. However, the cables need new caps on them. Supervisor Perich stated that the cost should be around \$50.00 to replace, and the District would also need to buy the tool to do the replacements.

iv. Clubhouse & Pool Update by Supervisor Dignan

Supervisor Dignan stated the light bulbs in the clubhouse have been changed, and he will change the light in the men's restroom after the meeting. Supervisor Dignan is working with Ms. Cedres on new pool furniture. Ms. Hukill stated that Ms. Cedres would like to put some potted plants around the pool area to help it look a little nicer. The Board discussed the back gate at the pool area and if it is really necessary have it; Ms. Hukill will check with the District Engineer.

A resident asked about having shade at the pool, and the Board discussed this request. Supervisor Ritchie stated Ms. Cedres did have umbrellas last year, but residents were leaving them open, which caused the umbrellas to break and blow over into the pool. A resident also asked about getting a spring for the pool gate so it doesn't shut so loud, and management will look into this.

v. Pond Update by Supervisor Finke

Supervisor Finke stated that the fountain needed to be repaired. Ms. Cedres already took care of that fountain. Supervisor Finke is going to set up a meeting with the new vendor for the ponds.

Ms. Hukill updated the Board on the ponds and the new vendor. She reminded the Board that it is going to take about three more months to get the ponds back in shape. Ms. Hukill stated she has been very happy with the new vendor.

Supervisor Perich stated that the landscaping right inside the Townhomes South looks awful because residents are parking their cars on the landscaping. Supervisor Perich believes this is an HOA matter.

7. MANAGEMENT REPORTS

A. District Manager

i. Action Item Reports

ii. Bales Security

iii. Aquatics Report

B. Field Manager's Report

C. Amenities Manager's Report

Ms. Hukill reviewed the action item list and reports with the Board.

8. SUPERVISOR REQUESTS

Supervisor Campbell said the new pool furniture should be put into the 2018 budget. Supervisor Campbell asked if the cost of the new furniture could be brought to the next meeting.

Supervisor Campbell asked about having a pool monitor this summer. The Board discussed and felt it was best to keep Bales' and Ms. Cedres's hours the same and let them monitor the pool.

9. ADJOURNMENT

MOTION TO:	Adjourn at 7:14 p.m.
MADE BY:	Supervisor Perich
SECONDED BY:	Supervisor Dignan
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

*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 5-24-17.

Signature

Printed Name

Title:

☐ Secretary

☒ Assistant Secretary

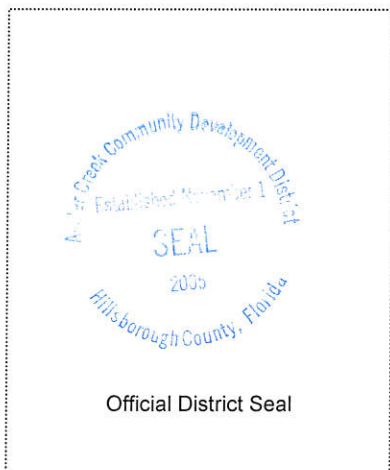
Signature

Printed Name

Title:

☒ Chairman

☐ Vice Chairman



Recorded by Records Administrator

Signature

Date