

**AVELAR CREEK
COMMUNITY DEVELOPMENT DISTRICT**

March 16, 2016 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 16, 2016 at 6:00 pm at the Avelar Creek Clubhouse, located at 10125 Holland Ave., Riverview, FL 33579.

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER

Supervisor Ritchie called the Regular Meeting of the Board of Supervisors of the Avelar Creek Community Development District to order on Wednesday, March 16, 2016 at 6:06 PM.

Board Members Present and Constituting a Quorum:

Kevin Ritchie	Chairman
Matthew Bilancia	Vice Chairman
Julie Campbell	Supervisor
Christopher Perich	Supervisor

Staff Members Present:

Debby Hukill	District Manager, Meritus
Andrea Cedres	On-Site Personnel

Joe McGee	Bales Security Agency
Jessica Calcut	Spear Security Services

Seven Residents

3. AUDIENCE QUESTION AND COMMENT ON AGENDA ITEMS

Supervisor Ritchie went over the rules for the meeting and addressing the Board.

Audience: Heated pool, more hours for on-site staff, pool cards that have address or ID on them, pool not cleaned.

4. SUPERVISOR/STAFF REPORTS

A. Supervisor Reports

i. Landscape Update by Supervisor Perich

Supervisor Perich went over the proposals from LMP; the damage that was caused by the car accident off of 301, enhancements off of Cowley Road, enhancement at the easement at Avelar Ridge Drive and new sod at Holland Road and Avelar Creek Drive. He also pointed out the spring annuals have been installed in the community.

Supervisor Perich shared his thoughts on how to enhance the main entrance. He shared some pictures of the Community landscaping and plant suggestions. Supervisor Perich stated he would like to get volunteers to help with the removal of some plant material off of Cowley Road and moving the rocks at the main entrance. This would help save the District money.

ii. Accounting & Financing Update by Supervisor Campbell

Supervisor Campbell stated she set up a conference call for March 31, 2016 at 1:00 p.m. with Management to go over the accounting and financing for the District.

iii. Security Update by Supervisor Bilancia

Supervisor Bilancia stated that this month the security update will be the security proposals.

5. BUSINESS ITEMS

A. Proposals for Security

i. Presentation by Bales Security

Ms. Hukill introduced Joe McGee from Bales Security. Mr. McGee went over his proposal and gave a brief history and background of the company. He went over the training for the staff and stated they are always training. They also work closely with the Hillsborough County Sherriff office. Mr. McGee did point out they have been in Avelar for six years and that they have not raised their rate and lowered the price of the vehicle. Mr. McGee took questions from the Board and residents. Supervisor Ritchie asked about the body camera he mentioned before the meeting. Mr. McGee stated it should be in place for Avelar by May. Mr. McGee went over the process and how the body camera would work and said that they are testing the cameras now. Supervisor Campbell asked if the body camera would increase the cost of service and Mr. McGee stated no, the cost would not go up.

ii. Presentation by Spears Security

This presentation was done prior to the presentation from Bales Security.

Debbie Hukill introduced Jessica Calcut from Spears Security. Jessica Calcut went over their proposal. Ms. Calcut gave a brief history and background of the company. She highlighted the speed tracker the company uses to track the speed of their guard vehicles. Ms. Calcut then took questions from the Board and residents. Supervisor Campbell asked how would your company handle a problem and Ms. Calcut went over their process. She also stated they keep up with the Hillsborough County website on current events. Supervisor Campbell also asked about scheduling hours. Ms. Calcut stated they will schedule whatever the Board would like. Residents asked about background training. Supervisor Bilancia asked about the size of the company and staffing. He liked having a smaller company.

The Board discussed the two proposals. The Board felt with Bales going with body cameras it would be a huge plus for the Community.

MOTION TO:	Keep Bales Security
MADE BY:	Supervisor Ritchie
SECONDED BY:	Supervisor Bilancia
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	4/0 - Motion passed unanimously

Julie Campbell gave her resignation from seat 2.

MOTION TO:	Accept Julie Campbell's resignation from Seat 2.
MADE BY:	Supervisor Perich
SECONDED BY:	Supervisor Ritchie
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	3/0 - Motion passed unanimously

The Board stated they thought it was best if Julie Campbell hold the seat that had a longer term since she is the liaison for accounting and financing and will have the experience and knowledge of the District.

MOTION TO:	Appoint Julie Campbell to Seat 4.
MADE BY:	Supervisor Perich
SECONDED BY:	Supervisor Ritchie
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	3/0 - Motion passed unanimously

Ms. Hukill administered the Oath of Office to Julie Campbell to the Board of Supervisors Seat 4.

B. Consideration of Resumes for Vacant Supervisor Seat

The Board discussed the open Board seat and the upcoming election. The Board decided to keep the seat open and let the Community decide at the election since it is only a few months away.

MOTION TO: Leave seat vacant and let the Community decide at the election.
MADE BY: Supervisor Ritchie
SECONDED BY: Supervisor Campbell
DISCUSSION: None further
RESULT: Called to Vote: motion PASSED
4/0 - Motion passed unanimously

C. Consideration of Resolution 2016-03; Re-Designating Officers

MOTION TO: Approve Resolution 2016-03 adding Julie Campbell as Assistant Secretary and the rest of the Board remaining the same.
MADE BY: Supervisor Campbell
SECONDED BY: Supervisor Bilancia
DISCUSSION: None further
RESULT: Called to Vote: motion PASSED
4/0 - Motion passed unanimously

D. General Matters of the District

6. CONSENT AGENDA

- A. Consideration of the Board of Supervisors Meeting Minutes January 20, 2016**
B. Consideration of Operations and Maintenance Expenditures March 2016
C. Review of Financial Statements Month Ending January 31, 2016

MOTION TO: Approve Consent Agenda items.
MADE BY: Supervisor Ritchie
SECONDED BY: Supervisor Bilancia
DISCUSSION: None further
RESULT: Called to Vote: motion PASSED
4/0 - Motion passed unanimously

161 **7. MANAGEMENT REPORTS**

162 **A. District Manager**

163 **i. Action Item List**

164 **ii. Bales Security Reports**

165 **B. Field Manager's Report**

166 **C. Amenities Manager Report**

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168 Ms. Hukill stated the Staff Reports were in the meeting book with updates on the Community for
169 the Board. Ms. Hukill asked if the Board had any questions or concerns and they did not.

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171 **8. SUPERVISOR REQUESTS**

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173 There were no Supervisor requests.

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175 **9. ADJOURNMENT**

MOTION TO:	Adjourn
MADE BY:	Supervisor Perich
SECONDED BY:	Supervisor Campbell
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	4/0 - 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 5-25-16.

Signature

Printed Name

Title:

☐ Secretary

☒ Assistant Secretary

Signature

Printed Name

Title:

☒ Chairman

☐ Vice Chairman

Recorded by Records Administrator

Signature

Date

Official District Seal