

**AVELAR CREEK
COMMUNITY DEVELOPMENT DISTRICT**

November 30, 2016 Minutes of Regular Meeting

Minutes of the Regular Meeting of the Board of Supervisors

The Regular Meeting of the Board of Supervisors of Avelar Creek Community Development District was held on Wednesday, November 30, 2016 at 6:00 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, November 30, 2016 at 6:03 PM.

Board Members Present and Constituting a Quorum:

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

Staff Members Present:

Debby Hukill	District Manager, Meritus
Andrea Cedres	On-site Personnel
Scott Steady	District Counsel

There were approximately ten audience members present.

2. PLEDGE OF ALLEGIANCE

Supervisor Ritchie led the Pledge of Allegiance.

3. AUDIENCE QUESTION AND COMMENT ON AGENDA ITEMS

Residents asked questions about the ponds in Avelar Creek South, Christmas decorations, sidewalks, boundary lines at the Cove, and meeting notices for the HOA. Residents also thanked Ms. Cedres and her husband for putting up the Christmas lights.

4. BUSINESS ITEMS

A. Consideration of Resolution 2017-01; Re-Designation of Officers

Ms. Hukill went over the resolution.

MOTION TO:	Approve Resolution 2017-01 with Supervisor Ritchie as Chair, Supervisor Perich as Vice Chair, and all of the other Supervisors as Assistant Secretaries.
MADE BY:	Supervisor Ritchie
SECONDED BY:	Supervisor Perich
DISCUSSION:	Supervisor Campbell asked who Brian Howell is.
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion passed unanimously

B. Review of Supervisors Responsibilities and Sunshine Laws

Mr. Steady introduced himself, went over his history with the District, and explained how the Board works. Mr. Steady stated that he only attends the meetings he is requested to attend, which helps the District save money. Mr. Steady went over communication, supervisor responsibilities, public records, and sunshine laws.

Scott Steady left the meeting.

Ms. Hukill announced that she had sworn in all three new supervisors before the meeting.

C. General Matters of the District

Supervisor Campbell asked about the Christmas lights amount.

5. CONSENT AGENDA

A. Consideration of the Board of Supervisors Meeting Minutes August 24, 2016

The board reviewed the August 24, 2016 minutes.

TO:	Approve the August 24, 2016 minutes.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Ritchie
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion passed unanimously

B. Consideration of the Board of Supervisors Meeting Minutes September 12, 2016

The board reviewed the September 12, 2016 minutes.

TO:	Approve the September 12, 2016 minutes.
MADE BY:	Supervisor Perich
SECONDED BY:	Supervisor Campbell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

C. Consideration of Operations and Maintenance Expenditures November 2016

The Board went over the O&Ms and asked about the Don Harrison invoice, LMP irrigation repairs, Bales invoice where Bales said they would reduce the car charge, Spearem invoice, and Frontier bill.

TO:	Approve the November 2016 O&Ms.
MADE BY:	Supervisor Campbell
SECONDED BY:	Supervisor Dignan
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

D. Review of Financial Statements Month Ending September 30, 2016

The Board reviewed and accepted the financials.

6. SUPERVISOR/STAFF REPORTS

A. Supervisor Reports

i. Landscape Update by Supervisor Perich

Supervisor Perich updated the Board about the landscaping for the District. He said that he spoke with LMP about the irrigation invoices. Supervisor Ritchie asked about the palm trees by the easement that needed to be trimmed, and Supervisor Perich stated that LMP trimmed the oak tree by the pool.

The Board then discussed the roles of the new supervisors and decided that Supervisor Dignan will be the pool/clubhouse liaison and Supervisor Finke will be the pond liaison. The rest of the supervisors will continue with the roles they already have.

ii. Accounting & Financing Update by Supervisor Campbell

Supervisor Campbell said she will meet with the new controller; she stated that she is happy with the Board watching over the bills and controlling the costs. Supervisor Campbell also said that she would like to see all areas of the community—North, South, and both townhome areas—working together as a whole community.

Supervisor Perich asked if any residents know of other residents who are vendors and may want to work with the community at a discount.

iii. Security Update by Supervisor Ritchie

Supervisor Ritchie gave an update about security. He stated that all the street lights that are currently out have been reported to TECO. Supervisor Ritchie reported that the motion sensor light is out at the pool, and Supervisor Dignan said he will look at it. Supervisor Ritchie also stated that the camera signs have been posted at the clubhouse.

Supervisor Ritchie said that there have been some break-ins in the community, and that Bales is keeping an eye out and are being more proactive. Bales needs the remote to the townhomes in order to patrol that area. Supervisor Ritchie has also noticed that kids are playing at the playground and are not supervised. Supervisor Ritchie would like Carlos with Neighborhood Watch work with Bales. Supervisor Ritchie would like to set up a meeting with Carlos and Bales, and the Board agreed.

7. MANAGEMENT REPORTS

A. District Manager

i. Action Item Reports

ii. Bales Security

iii. Aquatics Report

Ms. Hukill reviewed the reports with the Board.

B. Field Manager's Report

C. Amenities Manager's Report

Ms. Cedres discussed the new pool cards. She reported that the clubhouse has been quiet, the community events going well, and she is happy with the pool vendor. Ms. Cedres would like to look at costs for new pool furniture and some landscaping around the pool. She also stated that the newsletter recently went out to community and will continue to go out every three months.

169
170
171 **8. SUPERVISOR REQUESTS**
172

173 The Board talked about the road that is being connected to the District for a new community. The
174 Board and residents discussed what can be done about this issue.
175

176 Supervisor Campbell said she would like to connect with the HOA to work together for
177 community events; she said that she would like to see everyone support each other. Ms. Hukill
178 and Supervisor Ritchie will reach out to HOA management and coordinate a meeting to discuss
179 community events.
180

181
182 **9. ADJOURNMENT**
183

MOTION TO:	Adjourn.
MADE BY:	Supervisor Ritchie
SECONDED BY:	Supervisor Campbell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

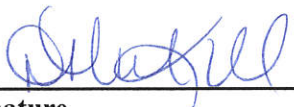
184
185
186
187
188
189
190
191

*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 3-22-17.



Signature

Debby Hukill

Printed Name

Title:

☐ Secretary

☒ Assistant Secretary



Signature

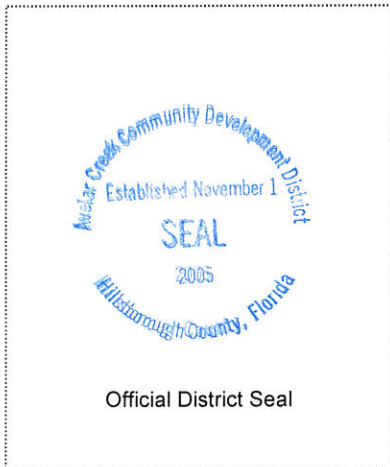
Kevin B. Ritchie

Printed Name

Title:

☒ Chairman

☐ Vice Chairman



Recorded by Records Administrator



Signature

03-27-2017

Date