

***AVALON GROVES COMMUNITY DEVELOPMENT  
DISTRICT***

***Agenda Package***

***Board of Supervisors  
Meeting***

***Date & Time:***

***Thursday  
April 26, 2018  
11:30 a.m.***

***Location:***

***Cagan Crossing  
Community Library  
16729 Cagan Oaks  
Clermont, Florida***

***Note: The Advanced Meeting Package is a working document and thus all materials are considered DRAFTS prior to presentation and Board acceptance, approval or adoption.***

# Avalon Groves Community Development District

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DPFG Management & Consulting, LLC

[X] 1060 Maitland Center Commons, Suite 340  
Maitland, Florida 32751  
321-263-0134

[ ] 15310 Amberly Drive, Suite 175  
Tampa, Florida 33647  
813-374-9105

April 22, 2018

Board of Supervisors  
**Avalon Groves Community  
Development District**

Dear Board Members:

The R e g u l a r Meeting of the Board of Supervisors of the Avalon Groves Community Development District is scheduled for Thursday, **April 26**, 2018 at 11:30 a.m. at the Cagan Crossing Community Library, 16729 Cagan Oaks, Clermont, Florida.

*The advanced copy of the agenda for the meeting is attached along with associated documentation for your review and consideration. Any additional support material will be distributed at the meeting.*

The balance of the agenda is routine in nature. Staff will present their reports at the meeting. If you have any questions, please contact me. I look forward to seeing you there.

Sincerely,

*Patricia Comings-Thibault*

Patricia Comings-Thibault  
District Manager

cc: Attorney  
Engineer  
District Records

District: AVALON GROVES COMMUNITY DEVELOPMENT DISTRICT  
Date of Meeting: **Thursday, April 26, 2018**  
Time: 11:30 a.m.  
Location: Cagan Crossing Community Library  
16729 Cagan Oaks  
Clermont, FL

Dial-in Number: 712-775-7031  
Guest Access Code: 109-516-380

## *Agenda*

### **I. Roll Call**

### **II. Audience Comments**

### **III. Administrative Matters**

- A. Approval of Minutes of January 25, 2018 Meeting Exhibit 1
- B. Acceptance of the Unaudited March, 2018 Financials Exhibit 2

### **IV. Business Items**

- A. Ratification of Jon Hall Change Order #4- \$20,915.20 – Total Contract Price Incorporating Change Order - \$3,212,216.53 Exhibit 3
- B. Ratification of Jon Hall Change Order #5 – (\$8,850.51) – Total Contract Price Incorporating Change Order - \$3,203,386.02 Exhibit 4
- C. Consideration of Randy Suggs Change Order #1 - \$76,063.20 Total Contract Incorporating Change Order - \$468,161.58 Exhibit 5
- D. Discussion & Consideration of Randy Suggs Agreement for Landscape Maintenance Services - \$105,420 Annually Exhibit 6
- E. Discussion & Consideration of Graybar Financial Services Proposal For Streetlights Exhibit 7
- F. Acceptance of Resignation of David Langhout Exhibit 8
- G. Appointment of New Supervisor – Oath of Office & Form 1 Exhibit 9
  - Waive or Accept Compensation
- H. Consideration of Resolution 2018-03, A Re-Designation of Officers Exhibit 10
- I. Consideration of Resolution 2018-04, Landowner Election Resolution Exhibit 10  
*(to be distributed)*

**V. Staff Reports**

A. Manager

B. Attorney

C. Engineer

**VI. Supervisors Requests**

**VII. Adjournment**

# EXHIBIT 1

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**MINUTES OF MEETING  
AVALON GROVES  
COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of the Avalon Groves Community Development District was held on Thursday, January 25, 2017 at 11:30 a.m. at the Cagan Crossing Community Library, 16729 Cagan Oaks, Clermont, Florida.

**FIRST ORDER OF BUSINESS - Roll Call**

Ms. Comings-Thibault called the meeting to order.

Present and constituting a quorum were:

Jim Harvey	Board Supervisor, Chairman
Greg Meath	Board Supervisor, Vice Chairman
Candice Smith	Board Supervisor, Assistant Secretary ( <i>joined in progress</i> )
Troy Simpson	Board Supervisor, Assistant Secretary

Also present were:

Patricia Coming-Thibault	District Manager
Jere Earlywine	District Counsel ( <i>via phone</i> )
Victor Barbosa	District Engineer ( <i>via phone</i> )

**SECOND ORDER OF BUSINESS – Audience Comments**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS – Administrative Matters**

**A. Approval of Minutes of December 18, 2017 Meeting**

Ms. Comings-Thibault presented the Minutes of the December 18, 2017 Meeting and asked for comments, questions or corrections.

On a MOTION by Mr. Meath, SECONDED by Mr. Simpson, WITH ALL IN FAVOR, the Board approved the minutes of December 18, 2017 for the Avalon Groves Community Development District.

**B. Acceptance of the Unaudited December 2017 Financials**

Ms. Comings-Thibault presented the Unaudited December 2017 Financials and asked for comments or questions.

On a MOTION by Mr. Harvey, SECONDED by Mr. Meath, WITH ALL IN FAVOR, the Board approved Unaudited December 2017 Financials, as presented, for the Avalon Groves Community Development District.

**FOURTH ORDER OF BUSINESS – Business Items**

**A. Consideration & Approval of Audit Committee Auditor Recommendation**

Ms. Comings-Thibault presented Consideration & Approval of Audit Committee Auditor Recommendation and asked for comments or questions.

41 On a MOTION by Mr. Harvey, SECONDED by Mr. Meath, WITH ALL IN FAVOR, the Board  
42 approved Consideration & Approval of Audit Committee Auditor Recommendation- Dibartolomeo,  
43 McBee, Hartley & Gaines for the Avalon Groves Community Development District.

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45 **FIFTH ORDER OF BUSINESS – Staff Reports**

46 **A. Manager**

47 There being none, next item followed.

48 **B. Attorney**

49 Mr. Earlywine gave an update and asked for a motion to ratify the approval of the \$7,019  
50 settlement claim.

51 On a MOTION by Mr. Harvey, SECONDED by Mr. Meath, WITH ALL IN FAVOR, the Board  
52 approved the settlement claim for \$7,019 for the Avalon Groves Community Development District.

53 **C. Engineer**

54 There being none, next item followed.

55 **SIXTH ORDER OF BUSINESS – Supervisor Request**

56 There being none, next item followed.

57 **SEVENTH ORDER OF BUSINESS – Adjournment**

58 On a MOTION by Mr. Meath, SECONDED by Mr. Harvey, WITH ALL IN FAVOR, the Board  
59 adjourned the meeting for the Avalon Groves Community Development District.

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61 *\*Each person who decides to appeal any decision made by the Board with respect to any matter*  
62 *considered at the meeting is advised that person may need to ensure that a verbatim record of the*  
63 *proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

64  
65 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**  
66 **meeting held on \_\_\_\_\_.**

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68 \_\_\_\_\_  
69 **Signature**  
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71 \_\_\_\_\_  
72 **Printed Name**  
73 **Title:**  **Secretary**     **Assistant Secretary**

68 \_\_\_\_\_  
69 **Signature**  
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72 **Printed Name**  
73 **Title:**  **Chairman**     **Vice Chairman**

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# EXHIBIT 2

# **Avalon Groves Community Development District**

Summary Financial Statements  
(Unaudited)

Period Ending  
March 31, 2018

**Avalon Groves Community Development District**  
**Balance Sheet**  
**Unaudited**  
**March 31, 2018**

	<u>GENERAL FUND</u>	<u>2017 (AA1)</u>	<u>2017A-1 (AA2)</u>	<u>2017A-2 (AA2)</u>	<u>CIP (AA1)</u>	<u>CIP A-1 (AA2)</u>	<u>CIP A-2 (AA2)</u>	<u>TOTAL</u>
<b><u>ASSETS:</u></b>								
CASH	\$ 61,381	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,381
INVESTMENTS:								
REVENUE FUND	-	82,583	38,048	-	-	-	-	120,631
CAP INTEREST	-	68,772	215,556	129,653	-	-	-	413,981
DS RESERVE	-	171,745	522,093	266,181	-	-	-	960,019
COST OF ISSUANCE	-	4,968	11,650	2,096	-	-	-	18,714
PREPAYMENT ACCOUNT	-	-	-	415,865	-	-	-	415,865
ACQ. & CONST. 2017 (AA1)	-	-	-	-	1,180,588	-	-	1,180,588
ACQ. & CONST. 2017A-1 (AA2)	-	-	-	-	-	223,373	-	223,373
ACQ. & CONST. 2017A-2 (AA2)	-	-	-	-	-	-	878,474	878,474
ACCOUNTS RECEIVABLE	3,990	-	-	-	-	-	-	3,990
DEPOSITS	453							
<b>TOTAL ASSETS</b>	<b><u>\$ 65,824</u></b>	<b><u>\$ 328,068</u></b>	<b><u>\$ 787,347</u></b>	<b><u>\$ 813,795</u></b>	<b><u>\$ 1,180,588</u></b>	<b><u>\$ 223,373</u></b>	<b><u>\$ 878,474</u></b>	<b><u>\$ 4,277,015</u></b>
<b><u>LIABILITIES:</u></b>								
ACCOUNTS PAYABLE	\$ 7,000	\$ -	\$ -	\$ -	\$ 26,955	\$ 287,068	\$ 121,387	\$ 442,410
RETAINAGE PAYABLE	-	-	-	-	-	162,460	91,745	254,205
<b><u>FUND BALANCE:</u></b>								
NONSPENDABLE:								
PREPAID AND DEPOSITS	453	-	-	-	-	-	-	-
ASSIGNED:								
OPERATING RESERVES	-	-	-	-	-	-	-	-
RESERVES - ROADWAYS	-	-	-	-	-	-	-	-
UNASSIGNED:	58,371	328,068	787,347	813,795	1,153,633	(226,155)	665,342	3,580,400
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b><u>\$ 65,824</u></b>	<b><u>\$ 328,068</u></b>	<b><u>\$ 787,347</u></b>	<b><u>\$ 813,795</u></b>	<b><u>\$ 1,180,588</u></b>	<b><u>\$ 223,373</u></b>	<b><u>\$ 878,474</u></b>	<b><u>\$ 4,277,015</u></b>

**Avalon Groves Community Development District**  
**Statement of Revenue, Expenditures And Change In Fund Balance**  
**For The Period Ending March 31, 2018**

	FY2017 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
SPECIAL ASSESSMENTS (LANDOWNER OFF-ROLL)	\$ 300,474	\$ -	\$ 92,673	\$ 92,673
DEVELOPER FUNDING	-	-	43,036	43,036
<b>TOTAL REVENUES</b>	<b>300,474</b>	<b>-</b>	<b>135,709</b>	<b>135,709</b>
<b>EXPENDITURES</b>				
<b>GENERAL ADMINISTRATIVE</b>				
DISTRICT MANAGEMENT SERVICES	8,000	4,000	-	4,000
DISTRICT ACCOUNTING SERVICES	24,000	12,000	18,000	(6,000)
BANK FEES	150	75	-	75
AUDITING	3,500	1,750	-	1,750
REGULATORY & PERMIT FEES	175	175	175	-
LEGAL ADVERTISEMENTS	750	375	889	(514)
ENGINEERING SERVICES	10,000	5,000	1,719	3,281
LEGAL SERVICES	16,000	8,000	28,143	(20,143)
TECHNOLOGY & WEBSITE ADMIN.	960	480	500	(20)
AD-VALOREM TAXES	-	-	3,099	(3,099)
MISCELLANEOUS (appraisal, etc.)	500	250	5	245
<b>TOTAL GENERAL ADMINISTRATIVE</b>	<b>64,035</b>	<b>32,105</b>	<b>52,530</b>	<b>(20,425)</b>
<b>INSURANCE</b>				
INSURANCE	5,851	5,851	5,300	551
<b>TOTAL INSURANCE</b>	<b>5,851</b>	<b>5,851</b>	<b>5,300</b>	<b>551</b>
<b>DEBT SERVICE ADMIN.</b>				
DISCLOSURE REPORT	5,000	5,000	5,000	-
ARBITRAGE REBATE	700	-	-	-
TRUSTEE FEES	3,800	3,800	7,000	(3,200)
<b>TOTAL DEBT ADMINISTRATION</b>	<b>9,500</b>	<b>8,800</b>	<b>12,000</b>	<b>(3,200)</b>
<b>UTILITIES</b>				
UTILITIES-ELECTRICITY	2,500	1,250	-	1,250
STREETLIGHTS	62,454	31,227	-	31,227
UTILITY CONTINGENCY	5,000	2,500	-	2,500
<b>TOTAL UTILITIES</b>	<b>69,954</b>	<b>34,977</b>	<b>-</b>	<b>34,977</b>
<b>PHYSICAL ENVIRONMENT</b>				
LAKE & POND MAINTENANCE	20,400	10,200	1,070	9,130
LANDSCAPE MAINTENANCE	95,734	47,867	5,985	41,882
LANDSCAPE - MISC.	5,000	2,500	-	2,500
WETLAND MITIGATION & MAINTENANCE	14,000	7,000	-	7,000
FIELD MANAGEMENT	6,000	3,000	-	3,000
FIELD CONTINGENCY	5,000	2,500	-	2,500
HARDSCAPE REPAIRS & MAINT.	5,000	2,500	-	2,500
<b>TOTAL PHYSICAL ENVIRONMENT EXPENDITURES</b>	<b>151,134</b>	<b>75,567</b>	<b>7,055</b>	<b>68,512</b>
<b>TOTAL EXPENDITURES</b>	<b>300,474</b>	<b>157,300</b>	<b>76,885</b>	<b>80,415</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<b>-</b>	<b>(157,300)</b>	<b>58,824</b>	<b>216,124</b>
FUND BALANCE - BEGINNING	-	-	-	-
<b>FUND BALANCE - ENDING</b>	<b>\$ -</b>	<b>\$ (157,300)</b>	<b>\$ 58,824</b>	<b>\$ 216,124</b>

**Avalon Groves Community Development District**  
**SERIES 2017A-1 (AA1)**  
**For The Period Starting October 1, 2017 Ending March 31, 2018**

	<u>FY2018 ADOPTED BUDGET</u>	<u>BUDGET YEAR-TO-DATE</u>	<u>ACTUAL YEAR-TO-DATE</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
<b>REVENUE</b>				
SPECIAL ASSESSMENTS - ON/OFF ROLL	\$ 185,153	111,092	\$ 82,583	\$ (28,509)
INTEREST	-	-	1,154	1,154
LESS: DISCOUNT ASSESSMENTS (4%)	(7,715)	-	-	-
<b>TOTAL REVENUE</b>	<u>177,438</u>	<u>111,092</u>	<u>83,737</u>	<u>(27,355)</u>
<b>EXPENDITURES</b>				
COUNTY - ASSESSMENT COLLECTION FEES	7,715	-	-	-
INTEREST EXPENSE				
MAY 1, 2018	67,856	-	-	-
NOVEMBER 1, 2018	67,856	-	-	-
PRINCIPAL RETIREMENT				
MAY 1, 2018	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<u>143,427</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>EXCESS REVENUE OVER (UNDER) EXPEND.</b>	34,011	111,092	83,737	(27,355)
FUND BALANCE - BEGINNING		-	244,331	244,331
FUND BALANCE - ENDING	<u>\$ 34,011.00</u>	<u>\$ 111,092</u>	<u>\$ 328,068</u>	<u>\$ 216,976</u>

**Avalon Groves Community Development District**  
**SERIES 2017A-1 (AA2)**  
**For The Period Starting October 1, 2017 Ending March 31, 2018**

	<u>FY2018 ADOPTED BUDGET</u>	<u>BUDGET YEAR-TO-DATE</u>	<u>ACTUAL YEAR-TO-DATE</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
<b>REVENUE</b>				
SPECIAL ASSESSMENTS - ON/OFF ROLL	\$ 562,845	337,707	\$ 37,994	\$ (299,713)
INTEREST	-	-	3,583	3,583
LESS: DISCOUNT ASSESSMENTS (4%)	(23,452)	-	-	-
<b>TOTAL REVENUE</b>	<u>539,393</u>	<u>337,707</u>	<u>41,577</u>	<u>(296,130)</u>
<b>EXPENDITURES</b>				
COUNTY - ASSESSMENT COLLECTION FEES (3.5%)	23,452	-	-	-
INTEREST EXPENSE				
MAY 1, 2018	212,684	-	-	-
NOVEMBER 1, 2018	212,684	-	-	-
PRINCIPAL RETIREMENT				
MAY 1, 2018	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<u>448,820</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>EXCESS REVENUE OVER (UNDER) EXPEND.</b>	90,573	337,707	41,577	(296,130)
FUND BALANCE - BEGINNING		-	745,770	745,770
<b>FUND BALANCE - ENDING</b>	<u>\$ 90,573.00</u>	<u>\$ 337,707</u>	<u>\$ 787,347</u>	<u>\$ 449,640</u>

**Avalon Groves Community Development District**  
**SERIES 2017A-2 (AA2)**  
**For The Period Starting October 1, 2017 Ending March 31, 2018**

	<u>FY2018 ADOPTED BUDGET</u>	<u>BUDGET YEAR-TO-DATE</u>	<u>ACTUAL YEAR-TO-DATE</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
<b>REVENUE</b>				
SPECIAL ASSESSMENTS - ON/OFF ROLL	\$ 286,957	286,957	\$ 690,114	\$ 403,157
INTEREST	-	-	2,657	2,657
LESS: DISCOUNT ASSESSMENTS (4%)	(11,957)	-	-	-
<b>TOTAL REVENUE</b>	<u>275,000</u>	<u>286,957</u>	<u>692,771</u>	<u>405,814</u>
<b>EXPENDITURES</b>				
COUNTY - ASSESSMENT COLLECTION FEES	11,957	-	-	-
INTEREST EXPENSE				
MAY 1, 2018	132,000	-	4,125	(4,125)
NOVEMBER 1, 2018	132,000	-	-	-
PRINCIPAL PREPAYMENT				
MAY 1, 2018	-	-	275,000	-
<b>TOTAL EXPENDITURES</b>	<u>275,957</u>	<u>-</u>	<u>279,125</u>	<u>(4,125)</u>
<b>EXCESS REVENUE OVER (UNDER) EXPEND.</b>	(957)	286,957	413,646	409,939
FUND BALANCE - BEGINNING		-	400,149	400,149
<b>FUND BALANCE - ENDING</b>	<u>\$ (957.00)</u>	<u>\$ 286,957</u>	<u>\$ 813,795</u>	<u>\$ 810,088</u>

**Avalon Groves Community Development District**  
**Construction In Progress (AA1)**  
**Statement of Revenue, Expenditures And Changes In Fund Balance**  
**For The Period Ending March 31, 2018**

	<u>ACTUAL YEAR-TO-DATE</u>
<b>REVENUES</b>	
BOND PROCEEDS	\$ -
INTEREST	5,509
<b>TOTAL REVENUES</b>	<u>5,509</u>
 <b>EXPENDITURES</b>	
CONSTRUCTION IN PROGRESS	93,293
TRUSTEE FEES	-
<b>TOTAL EXPENSE</b>	<u>93,293</u>
 <b>TOTAL EXPENDITURES</b>	<u>93,293</u>
 <b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	 (87,784)
TRANSFER IN	-
TRANSFER OUT	-
FUND BALANCE - BEGINNING	1,241,417
 <b>FUND BALANCE - ENDING</b>	 <u><u>\$ 1,153,633</u></u>



**Avalon Groves Community Development District**  
**Construction In Progress A-1 (AA2)**  
**Statement of Revenue, Expenditures And Changes In Fund Balance**  
**For The Period Ending March 31, 2018**

	<u>ACTUAL YEAR-TO-DATE</u>
<b>REVENUES</b>	
BOND PROCEEDS	\$ -
INTEREST	3,144
<b>TOTAL REVENUES</b>	<u>3,144</u>
 <b>EXPENDITURES</b>	
CONSTRUCTION IN PROGRESS	1,216,807
TRUSTEE FEES	-
<b>TOTAL EXPENSE</b>	<u>1,216,807</u>
 <b>TOTAL EXPENDITURES</b>	<u>1,216,807</u>
 <b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	 (1,213,663)
TRANSFER IN	-
TRANSFER OUT	-
FUND BALANCE - BEGINNING	987,508
 <b>FUND BALANCE - ENDING</b>	 <u><u>\$ (226,155)</u></u>

**Avalon Groves Community Development District**  
**Construction In Progress A-2 (AA2)**  
**Statement of Revenue, Expenditures And Changes In Fund Balance**  
**For The Period Ending March 31, 2018**

	<u>ACTUAL YEAR-TO-DATE</u>
<b>REVENUES</b>	
INSURANCE CLAIM	\$ 719,000
INTEREST	4,963
<b>TOTAL REVENUES</b>	<u>723,963</u>
 <b>EXPENDITURES</b>	
CONSTRUCTION IN PROGRESS	1,427,043
TRUSTEE FEES	-
<b>TOTAL EXPENSE</b>	<u>1,427,043</u>
 <b>TOTAL EXPENDITURES</b>	<u>1,427,043</u>
 <b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	 (703,080)
TRANSFER IN	-
TRANSFER OUT	-
FUND BALANCE - BEGINNING	1,368,421
 <b>FUND BALANCE - ENDING</b>	 <u>\$ 665,341</u>

**Avalon Groves Community Development District  
 General Fund - Bank Reconciliation  
 Operating Accounts  
 March 31, 2018**

	<u>BU</u>
Balance Per Bank Statement	\$ 61,380.82
Less: Outstanding AP Checks	-
<b><i>Adjusted Bank Balance</i></b>	<b><u><u>\$ 61,380.82</u></u></b>
Beginning Bank Balance Per Books	\$ 74,916.50
Deposits & Interest	9,304.50
Cash Disbursements	(22,840.18)
<b><i>Balance Per Books</i></b>	<b><u><u>\$ 61,380.82</u></u></b>

**Avalon Groves CDD**  
**Check Register**  
**Operating Account**  
**FY 2018**

DATE	CK NO.	PAYEE	TRANSACTION	DEPOSIT	DISBURSEMENT	BALANCE
<b>9/30/2017</b>	<b>EOY</b>		<b>Balance</b>	<b>0.00</b>	<b>159.29</b>	<b>0.00</b>
10/06/2017		Developer Funding	GF 2017-26	7,919.77		7,919.77
10/06/2017	1050	Egis Insurance Risk Advisors	Ins. FY 2018		5,300.00	2,619.77
10/06/2017	1051	Heidt Design	Engineering Svcs		205.00	2,414.77
10/06/2017	1052	Orlando Sentinel	Legal Ads		2,177.04	237.73
10/06/2017	1053	Venturesin.com, Inc.	Web Site Hosting - September		80.00	157.73
10/13/2017		Developer Funding	GF 2017-25	22,988.66		23,146.39
10/13/2017	1054	Daily Commercial	Legal Ad		129.68	23,016.71
10/13/2017	1055	DPFG MANAGEMENT AND CONSULTING, LLC	BOS Mtg - 8/24/17		4,000.00	19,016.71
10/13/2017	1056	Heidt Design	Design Svcs - July		670.00	18,346.71
10/13/2017	1057	Hopping Green & Sams	Legal Services		13,188.98	5,157.73
10/13/2017	1058	Regions Bank.	Fees - Series 2017		5,000.00	157.73
10/18/2017	1059	Daily Commercial	VOID		0.00	157.73
10/18/2017	1060	Daily Commercial	Legal Ad		26.18	131.55
<b>10/31/2017</b>	<b>EOM</b>		<b>Balance</b>	<b>30,908.43</b>	<b>30,776.88</b>	<b>131.55</b>
11/01/2017			O & M (K Title)	4,342.10		4,473.65
11/03/2017	1061	Daily Commercial	Legal Ad		183.91	4,289.74
11/03/2017	1062	Venturesin.com, Inc.	Web Site Hosting - October		80.00	4,209.74
11/03/2017	1063	FLORIDA DEPT OF ECONOMIC OPPORTUNIT	Annual Filing - FY 2018		175.00	4,034.74
11/14/2017	1064	Daily Commercial	Legal Ad		144.64	3,890.10
11/29/2017	1065	BOB McKEE, LAKE COUNTY TAX COLLECTOR	Ad Valorem Taxes		2,738.30	1,151.80
11/30/2017	1066	BOB McKEE, LAKE COUNTY TAX COLLECTOR	Property Tax		361.17	790.63
<b>11/30/2017</b>	<b>EOM</b>		<b>Balance</b>	<b>4,342.10</b>	<b>3,683.02</b>	<b>790.63</b>
12/08/2017	1067	LAKE & WETLAND MANAGEMENT	Lake Maint - December		535.00	255.63
12/08/2017	1068	Orlando Sentinel	Legal Ad		283.17	-27.54
12/09/2017		Ashton Orlando	O & M (K Title)	3,101.50		3,073.96
12/14/2017		NVR Settlement	O & M (K Title)	1,240.60		4,314.56
12/27/2017	1069	Sumter Electric Cooperative	Voided		0.00	4,314.56
12/27/2017	1070	Sumter Electric Cooperative	Voided		0.00	4,314.56
12/27/2017	1071	Sumter Electric Cooperative	Deposit - 17494 Sawgrass Bay Bl		193.00	4,121.56
12/27/2017	1072	Sumter Electric Cooperative	Deposit - 16920 Sawgrass Bay Bl		193.00	3,928.56
12/27/2017		Developer Funding	GF 2018-01	20,731.55		24,660.11
12/28/2017	1073	DPFG MANAGEMENT AND CONSULTING, LLC	Oct-Dec Fees / Dissimination		13,000.00	11,660.11
12/28/2017	1074	Heidt Design	Engineering Svcs		968.75	10,691.36
12/28/2017	1075	Hopping Green & Sams	Legal Services		6,582.81	4,108.55
12/28/2017	1076	Venturesin.com, Inc.	Website Host - Nov		179.99	3,928.56
<b>12/31/2017</b>	<b>EOM</b>		<b>Balance</b>	<b>25,073.65</b>	<b>21,935.72</b>	<b>3,928.56</b>
01/11/2018		Developer Funding	O & M (K Title)	1,240.60		5,169.16
01/15/2018	1077	Daily Commercial	Legal Ad		150.25	5,018.91
01/18/2018	1078	Heidt Design	Engineering Svcs		205.00	4,813.91
01/18/2018	1079	Venturesin.com, Inc.	Web Site Hosting - January		80.00	4,733.91
01/29/2018	1080	DPFG MANAGEMENT AND CONSULTING, LLC	CDD Mgmt - January		2,000.00	2,733.91
01/31/2018		Developer Funding	O & M (K Title)	2,481.20		5,215.11
<b>1/31/2018</b>	<b>EOM</b>		<b>Balance</b>	<b>3,721.80</b>	<b>2,435.25</b>	<b>5,215.11</b>
02/07/2018	1081	DPFG MANAGEMENT AND CONSULTING, LLC	CDD Mgmt - February		2,000.00	3,215.11
02/07/2018	1082	Heidt Design	Engineering Svcs - November		340.00	2,875.11
02/07/2018	1083	Orlando Sentinel	Legal Ad		101.25	2,773.86
02/07/2018	1084	Venturesin.com, Inc.	Web Site Hosting - February		80.00	2,693.86
02/07/2018	1085	LAKE & WETLAND MANAGEMENT	Lake Maint - February		535.00	2,158.86
02/13/2018	1086	Daily Commercial	VOIDED		0.00	2,158.86
02/20/2018	1087	Heidt Design	Engineering Services		205.00	1,953.86
02/21/2018	1088	Voided Check	VOIDED		0.00	1,953.86
02/21/2018		Developer Funding	GF 2018-02	18,515.93		20,469.79
02/21/2018	1089	Hopping Green & Sams	Legal Services		16,515.93	3,953.86
02/27/2018		DR Horton	O & M (Old Republic National Titl	70,962.64		74,916.50
<b>2/28/2018</b>	<b>EOM</b>		<b>Balance</b>	<b>89,478.57</b>	<b>19,777.18</b>	<b>74,916.50</b>
03/01/2018		K Title Company	O & M (K Title Co)	8,063.90		82,980.40
03/02/2018	1090	Hopping Green & Sams	Legal Services		7,952.68	75,027.72
03/02/2018	1091	U.S. LAWNS	Landscape Maint. Jan-Mar		5,985.00	69,042.72
03/02/2018	1092	Venturesin.com, Inc.	Web Site Hosting - March		80.00	68,962.72
	1093		Voided check		0.00	68,962.72
03/12/2018	1094	Hopping Green & Sams	Legal Servies		2,750.50	66,212.22
03/12/2018	1095	Candice Smith	Voided check		0.00	66,212.22
03/14/2018	1096	DPFG MANAGEMENT AND CONSULTING, LLC	CDD - Mtg		6,000.00	60,212.22
03/15/2018	1097	Sumter Electric Cooperative	Deposit/Membership Fee		72.00	60,140.22
03/18/2018		K Title Company	O & M (K Title)	1,240.60		61,380.82
<b>3/31/2018</b>	<b>EOM</b>		<b>Balance</b>	<b>9,304.50</b>	<b>22,840.18</b>	<b>61,380.82</b>

# EXHIBIT 3

## AVALON GROVES CHANGE ORDER ANALYSIS - 04/20/2018

### SERENOA VILLAGES 1&2 - Phase 1A

Contract	Amount	Board Approved/Notes
Original Contract	\$ 2,725,756.65	Agrees to 12.30.2017 Pay App Approved 12/18/2017
Change Order 1 - Add Turn Lanes to Villages	\$ 73,828.00	
Change Order 2 - Speed Bumps	\$ 18,700.00	
	\$ 92,528.00	
Total Contract TO Date	\$ 2,818,284.65	

### UNAPPROVED CHANGE ORDERS

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### SAWGRASS BAY PHASE - 1&2

Original Contract - Jon Hall	\$ 2,300,228.53	
Change Order 1 - Paving Eastbound Lanes-Active Adult	\$ 214,768.80	8/24/2017
Change Order 2 - Reconstruction	\$ 681,773.00	10/26/2017
Change Order 3 - Deduct from scope of work	\$ (5,469.00)	12/18/2017
Change Order 4 - Construciton of Cofferdam	\$ 20,915.20	
Change Order 5 - Deduct from Scope of Work	\$ (8,850.51)	
	\$ 903,137.49	
Total Contract To Date	\$ 3,203,366.02	

Original Contract - Randy Suggs	\$ 392,098.38	
Change Order 1 - Sawgraa Bay Boulevard	\$ 76,063.20	
Total Contract to Date	\$ 468,161.58	

EXHIBIT "A"



PROPOSAL DATE: 1/12/2018 RCO # 18

PROJECT: Sawgrass Bay Blvd  
OWNER: Avalon Groves CDD

PROPOSAL SUBMITTED TO:

Avalon Groves CDD

MAILING ADDRESS

c/o DPFG, 1060 Maitland Center Commons, Suite 340

CITY, STATE, ZIP:

Maitland, FL 32751

E-MAIL

[csmith@koiter.com](mailto:csmith@koiter.com)

PHONE

813-615-1244

ATTN:

Candice Smith

SCOPE OF WORK: Extension of 18" RCP

ITEM	CODE	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENSION
1.01		Construction of cofferdam	1	LS	\$ 2,900.00	\$ 2,900.00
1.02	08010	Installation of well points	450	LF	\$ 16.00	\$ 7,200.00
1.03	08010	6" well point pump	2	EA	\$ 1,260.00	\$ 2,520.00
1.04	08180	Extend 18" rcp	64	LF	\$ 14.30	\$ 915.20
1.05		Remove cofferdam and regrade	1	LS	\$ 2,700.00	\$ 2,700.00
<b>TOTAL</b>						<b>\$ 16,235.20</b>

4243, H, LD, VKAG, 0, 00190, 0, 0

Thank you for the opportunity of providing a proposal for this project. We look forward to being a part of your construction team.

Sincerely,

Ramlin Azar  
PROJECT MANAGER  
**Jon M. Hall Company**  
1920 Boothe Circle Suite 230  
Longwood, FL 32750  
Phone 386-717-2217  
Fax 407 215-0411  
[www.jonmhallcompany.com](http://www.jonmhallcompany.com)  
[razar@jonmhallcompany.com](mailto:razar@jonmhallcompany.com)

Proposal Accepted By:

Avalon Groves CDD

2-22-19 JAMES P. HARRY

Date Printed Authorized Signature  
Name

I/We as authorized representative of the owner accept this proposal & its qualifications therein and direct Jon M Hall Company to proceed with



EXHIBIT "A"

PROPOSAL DATE: 2/6/2018 RCO # 21

PROJECT: Sawgrass Bay Blvd  
OWNER: Avalon Groves CDD

PROPOSAL SUBMITTED TO:

Avalon Groves CDD  
MAILING ADDRESS: c/o DPGF, 1060 Mallard Center Commons, Suite 340  
CITY, STATE, ZIP: Mallard, FL 32751  
E-MAIL: [csmith@kolter.com](mailto:csmith@kolter.com)  
PHONE: 813-615-1244  
ATTN: Candice Smith

SCOPE OF WORK: Raising Manholes in future 2 lanes

ITEM	CODE	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENSION
1.01		Manhole Risers	6	EA	\$ 780.00	\$ 4,680.00
<b>TOTAL</b>						<b>\$ 4,680.00</b>

4243, H, LD, VKAG, 0, 00190, 0, 0

Thank you for the opportunity of providing a proposal for this project. We look forward to being a part of your construction team.

Sincerely,

Ramin Azar  
PROJECT MANAGER  
Jon M. Hall Company  
1920 Boothe Circle Suite 230  
Longwood, FL 32750  
Phone 386-717-2217  
Fax 407 215-0411  
[www.jonmhallcompany.com](http://www.jonmhallcompany.com)  
[razar@jonmhallcompany.com](mailto:razar@jonmhallcompany.com)

Proposal Accepted By:

Avalon Groves CDD

2-22-18 James P. Harvey

Date Printed Authorized Signature  
Name

I/We as authorized representative of the owner accept this proposal & qualifications therein and direct Jon M Hall Company to proceed with



# Change Order No. 4

Date of Issuance: February 16, 2018 Effective Date: February 16, 2018


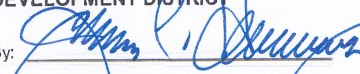
Project: <b>Sawgrass Bay Phase 1&amp;2</b>	District: <b>Avalon Groves Community Development District</b>	District's Contract No.:
Contract: <b>Contractor Agreement</b>		Date of Contract: <b>December 5, 2016</b> <b>Partially Assigned to the District on April 6, 2017</b>
Contractor: <b>Jon M. Hall</b>		Engineer's Project No.:

**The Contract Documents are modified as follows upon execution of this Change Order:**

Description: **This Change Order provides a deduct from the scope of work as further described Exhibit A.**

Attachments: (List documents supporting change): **Exhibit A**

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES: N/A
Original Contract Price:  <b>\$2,902,255.00</b>  *On April 6, 2017, the Original Contract was partially assigned to the District, such assignment included all Work related to construction of the roadway and drainage improvements. (Assigned Contract Price: \$2,300,228.53).	Original Contract Working days Calendar days Times: Substantial completion (days or date): Ready for final payment (days or date):
Increase from previously approved Change Orders:  <b>No 1.: \$214,768.80</b> <b>No. 2: \$681,773.00</b> <b>No. 3: (\$5,469.00)</b>	Decrease from previously approved Change Orders No. _____ to No. _____: Substantial completion (days): Ready for final payment (days):
Contract Price prior to this Change Order:  <b>\$3,191,301.33</b>	Contract Times prior to this Change Order: Substantial completion (days or date): Ready for final payment (days or date):
Increase of this Change Order:  <b>\$20,915.20</b>	Decrease of this Change Order: Substantial completion (days or date): Ready for final payment (days or date):
Contract Price incorporating this Change Order:  <b>\$3,212,216.53</b>	Contract Times with all approved Change Orders: Substantial completion (days or date): Ready for final payment (days or date):

Recommended by: <b>MADDEN, MOOREHEAD &amp; STOKES</b>   Engineer of Record <u>2/21/18</u>	ACCEPTED: <b>AVALON GROVES COMMUNITY DEVELOPMENT DISTRICT</b>  By:  Title: <u>CHAIRMAN</u> Date: <u>2-22-18</u>	ACCEPTED: <b>JON M. HALL COMPANY</b>  By: _____ Title: _____ Date: _____
---	---	---

# EXHIBIT 4

# Change Order No. 5

Date of Issuance: March 20, 2018 Effective Date: March 20, 2018

Project: <u>Sawgrass Bay Phase 1&amp;2</u>	District: <u>Avalon Groves Community Development District</u>	District's Contract No.:
Contract: <u>Contractor Agreement</u>		Date of Contract: <u>December 5, 2016</u> <u>Partially Assigned to the District on April 6, 2017</u>
Contractor: <u>Jon M. Hall</u>		Engineer's Project No.:

The Contract Documents are modified as follows upon execution of this Change Order:

Description: This Change Order provides a deduct from the scope of work as further described Exhibit A.

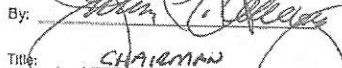
Attachments: (List documents supporting change): Exhibit A

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES: <u>N/A</u>
Original Contract Price:  <b>\$2,902,255.00</b>  *On April 6, 2017, the Original Contract was partially assigned to the District, such assignment included all Work related to construction of the roadway and drainage improvements. (Assigned Contract Price: \$2,300,228.53).	Original Contract Times:  Substantial completion (days or date): Ready for final payment (days or date):
Increase from previously approved Change Orders:  No 1.: \$214,768.80 No. 2: \$681,773.00 No. 3: (\$5,469.00) No. 4: \$20,915.20	Decrease from previously approved Change Orders No. _____ to No. _____: Substantial completion (days): Ready for final payment (days):
Contract Price prior to this Change Order:  <b>\$3,212,216.53</b>	Contract Times prior to this Change Order: Substantial completion (days or date): Ready for final payment (days or date):
Decrease of this Change Order:  <b>(\$8,850.51)</b>	Decrease of this Change Order: Substantial completion (days or date): Ready for final payment (days or date):
Contract Price Incorporating this Change Order:  <b>\$3,203,366.02</b>	Contract Times with all approved Change Orders: Substantial completion (days or date): Ready for final payment (days or date):

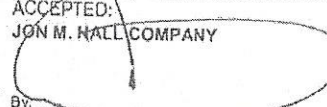
Recommended by:  
**MADDEN, MOOREHEAD & STOKES**

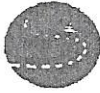
  
Engineer of Record

ACCEPTED:  
**AVALON GROVES COMMUNITY  
DEVELOPMENT DISTRICT**

By:   
Title: CHAIRMAN  
Date: 03-27-18

ACCEPTED:  
**JON M. HALL COMPANY**

By:   
Title: PRES.  
Date: 3/26/18



**JON M. HALL**  
 COMPANY  
 Site Development Since 1974

Exhibit "A"

PROPOSAL DATE: 3/20/2016

RCO # 23

PROJECT: Sawgrass Bay Blvd  
 OWNER: Avalon Groves CDD

PROPOSAL SUBMITTED TO:

Avalon Groves CDD

MAILING ADDRESS

c/o DPFG, 1060 Mallard Center Commons, Suite 340

CITY, STATE, ZIP:

Mallard, FL 32751

E-MAIL

jsmith@kolter.com

PHONE

813-615-1244

ATTN:

Candice Smith

SCOPE OF WORK: Seed and Mulch Credit for GSA #4

ITEM	CODE	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENSION
1.01		Credit for Seed and Mulch	1	LS	\$ 8,150.51	\$ (8,150.51)
<b>TOTAL</b>						<b>\$ (8,150.51)</b>

Thank you for the opportunity of providing a proposal for this project. We look forward to being a part of your construction team.

Sincerely,

Proposal Accepted By:

Avalon Groves CDD

Ramlin Azar  
 PROJECT MANAGER  
 Jon M. Hall Company  
 1920 Boothe Circle Suite 230  
 Longwood, FL 32750  
 Phone 386-717-2217  
 Fax 407-215-0411  
[www.jonmhallcompany.com](http://www.jonmhallcompany.com)  
[ramlin@jonmhallcompany.com](mailto:ramlin@jonmhallcompany.com)

Date	Printed Name	Authorized Signature

I/We as authorized representative of the owner accept this proposal and qualifications herein and direct Jon M Hall Company to proceed with the work

# EXHIBIT 5





**Randy Suggs, Inc.**

P.O. Box 1141  
 Apopka FL 32704  
 407-886-8835

www.randysuggsinc.com

# PROPOSAL

Date	Estimate #
3/25/2018	EST10034

Customer:Project
Serenoa Sawgrass Bay Blvd

<b>Bill To</b>
Avalon Groves Community Development District 1060 Maitland Center Commons Ste 340 Maitland FL 32751

<b>Project</b>
Serenoa Sawgrass Bay Blvd

Item	Symbol	Quantity	Description	Rate	Amount
Serenoa Sawgrass Bay Blvd Change Order #1					
Changes Per New Plans					
LS: Tree Installation	AR	11	Red Maple 3" Cal. 12-14'	425.00	4,675.00
LS: Tree Installation	MG	11	Bracken's Brown Beauty Magnolia 4" Cal. 14-16'	725.00	7,975.00
LS: Tree Installation	PE1	13	Slash Pine 1.5" Cal. 8-10'	185.00	2,405.00
LS: Tree Installation	PE2	0	Slash Pine 3" 12'	235.00	0.00
LS: Tree Installation	QV	5	Live Oak 3" Cal. 10'	595.00	2,975.00
LS: Tree Installation	SP	21	Cabbage Palm 8'CT	215.00	4,515.00
LS: Tree Installation	TD1	-35	Bald Cypress 4" Cal.	435.00	-15,225.00
LS: Tree Installation	TD2	-3	Bald Cypress 3" Cal.	275.00	-825.00
LS: Shrub Installation	HPC	-31	Dwarf Firebush 3 Gal.	8.00	-248.00
LS: Shrub Installation	SR	3	Saw Palmetto 3 Gal.	16.25	48.75
LS: Shrub Installation	SB	-34	Sand Cord Grass 3 Gal.	7.95	-270.30
LS: Shrub Installation	TDF	-17	Fakahatchee Grass 3 Gal.	8.00	-136.00
LS: Shrub Installation	ZP	-17	Coontie 3 Gal.	11.50	-195.50
LS: Groundcover	MCC	65	Muhly Grass 1 Gal.	3.90	253.50
Subtotal					5,947.45
Well Adjustments					
LS: Irrigation Installation		1	Additional Well Depth and Casing	4,640.63	4,640.63
Subtotal					4,640.63
Irrigation Adjustments					
LS: Irrigation Installation		1	Additional Irrigation Requirements	27,109.92	27,109.92
Subtotal					27,109.92
Price Escalations Due to Lost Held Trees Due to Time					
LS: Tree Installation	MG	-24	Bracken's Brown Beauty Magnolia 4" Cal.	725.00	-17,400.00
LS: Tree Installation	MG	24	Installation of Trees & Palms	975.00	23,400.00
LS: Tree Installation	PE2	-199	Slash Pine 3" Cal.	235.00	-46,765.00
LS: Tree Installation	PE2	199	Slash Pine 3" Cal.	325.00	64,675.00
LS: Tree Installation	QV	-45	Live Oak 3" Cal.	595.00	-26,775.00
LS: Tree Installation	QV	45	Live Oak 3" Cal.	875.00	39,375.00
Subtotal					36,510.00
Additional Bond					

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



**Randy Suggs, Inc.**

P.O. Box 1141  
 Apopka FL 32704  
 407-886-8835  
 www.randysuggsinc.com

# PROPOSAL

Date	Estimate #
3/25/2018	EST10034

Customer:Project
Serenoa Sawgrass Bay Blvd

Item	Symbol	Quantity	Description	Rate	Amount
LS: Misc. Services		1	Miscellaneous landscaping services: Bond	1,855.20	1,855.20
				Total	\$76,063.20



# EXHIBIT 6



Avalon Groves CDD  
1060 Maitland Center Commons Ste. 340  
Maitland, FL 32751

Dear Ms. Candice Smith,

Thank you for allowing us the opportunity to submit a proposal for the care and maintenance of your lawn in Clermont. Randy Suggs, Inc. has been the premier choice for landscaping and environmental services in the Central Florida area for 40 years. We were founded on the principles of a simple maxim: *Do it right the first time*. With this in mind, we continually strive for complete customer satisfaction through rigorous quality control and operating on only the highest standards of excellence. Our goal is to make sure that your landscaping has that *certain* something which sets it apart and provides you with the greatest level of enjoyment.

<b>Lawn Services</b>	<b>Monthly</b>	<b>Yearly</b>
Landscape Maintenance	\$6,685.00	\$80,220.00
Spray/ Fertilization Application	\$1,200.00	\$14,400.00
Irrigation Checks	\$900.00	\$10,800.00

Additional services, such as mulch replacement, annual installation, and tree/ palm trimming above 12' are available for an extra fee on a per-needed basis.

Once again, thank you for your time and consideration of this proposal. I have no doubt that you will be pleased by choosing Randy Suggs, Inc. for your landscaping needs. If you have any questions or concerns, please do not hesitate to contact me at 407-886-8835.

Thank You,

Brandon Colte Suggs  
Randy Suggs, Inc.

Randy Suggs, Inc.  
Turf & Ornamental Care Service Agreement

This agreement is made between Randy Suggs, Inc. with an address of P.O. Box 1141 Apopka, FL 32704 and Avalon Groves CDD with an address of 1060 Maitland Center Commons Ste. 340, Maitland, FL. 32751 on this 1<sup>st</sup> day of June, 2018.

- I. **Description of Work.** Contractor agrees to provide all labor, supervision, equipment, and transportation necessary to execute this agreement and perform the lawn maintenance services specified in the scope of work. There shall be no variance from the scope of work unless expressly stated through an addendum to this agreement
  
- II. **Length of Agreement.** This agreement shall begin on the 1<sup>st</sup> day of June, 2018 and continue for a period of one year ending on the 31<sup>st</sup> day of May, 2019. This agreement will automatically renew for an additional one-year period under the same terms and conditions unless modified or cancelled by either party at least thirty days prior to the renewal date. Any services provided before the starting date of this agreement shall be billed on a pro-rata basis.
  
- III. **Compensation for Services.** Owner/ Agent agrees to pay Contractor \$105,420.00 per year as total compensation for performance of the terms of this agreement. Billing shall be done and payment made on a monthly basis at \$8,785.00 per invoice. Services requested and provided outside of the scope of services shall be billed additionally during the month in which the service and/ or products were provided. Payment for services in a particular month will be due and payable to the contractor not later than the twentieth (20<sup>th</sup>) of the month for which the service is billable. All invoices not paid within thirty (30) days will be subject to a 1.5% service charge, or 18% annually. Invoices shall be sent electronically, when possible, to the Email address on file for the Owner/ Agent. If no Email address is available, invoices will be sent to: 1060 Maitland Center Commons Ste. 340, Maitland, FL. 32751.
  
- IV. **Location of Services.** All services within the scope of this agreement will be performed by the Contractor at Serenoa Community, Sawgrass Bay Blvd. and Serenoa Villages.
  
- V. **Schedule of Service.** Contractor shall perform services within the scope of this agreement on a routine basis during normal working days and hours. While requests for specific days and times cannot always be guaranteed, Contractor will make every attempt to schedule service at a time that takes into consideration the needs of the Owner/ Agent and the overall function of the property. Due to forces beyond the reasonable control of the Contractor, such as inclement weather, Acts of God, and other force majeure, it may, from time to time, be necessary to temporarily reschedule the day and time during which service is to be performed. Contractor will make every attempt to provide Owner/ Agent with prior notice if such a situation arises. Due to the

unpredictable nature of Florida weather, it may not always be possible to provide prior notice. Such delays and rescheduling will not affect or diminish the services and scope of work to be provided under this agreement.

**VI. Insurance and Licenses.** Contract will provide to Owner/ Agent, upon request, evidence of required insurance. Contractor further agrees to maintain at all times all licenses and permits necessary to perform the services of this agreement.

**VII. Property Damage.** Contractor agrees to reimburse Owner/ Agent for any damages personal and/or real property of the aforementioned property, which is caused by the Contractor's employees or agents. Damages must be reported to the Contractor within forty-eight (48) hours after the work was performed which caused the damage. Damages not reported within forty-eight (48) hours will be repaired at the Contractor's discretion.

**VIII. Cancellation of Contract.** If the Contractor falls below acceptable industry standards in its performance of the services provided for in the scope of this agreement, the Owner/ Agent shall notify the Contractor in writing of each specific deficiencies. The Contractor requests to be given the opportunity to remedy the stated deficiencies.

Should the Owner/ Agent at any time wish to terminate this agreement, this agreement may be terminated with or without cause by either party with thirty (30) days written notice.

Should it become necessary for either party to institute legal action for the enforcement of any provisions of this agreement, the prevailing party shall be entitled to reimbursement for all court costs and reasonable attorney's fees incident to such legal action.

**IX. Pre-Existing Conditions.** Contractor shall not be held liable or responsible for any pre-existing conditions or damaged caused by others, hurricanes, lightning, tornadoes, severe wind, freezes, frosts, floods, drought, construction work, or any other Acts of God. Contractor shall further not be held liable or responsible for damage to turf and/ or landscaping caused by mandatory water restrictions placed on the property by the governing water district.

**X. Scope of Services.** The work and services of this agreement are to provide landscape and lawn maintenance of the aforementioned property. The scope of services, as outlined below, are necessary to sustain all turf and plant materials in a healthy, aesthetically pleasing condition and to maintain a completely operational irrigation system. All associated plant areas are to be kept in a continuously healthy, neat, clean, and debris-free condition while this agreement is in force.

**a. Mowing.** Mowing of all turf areas will be performed once per week during the summer months of April through October 15<sup>th</sup> and once every other week during

the months of October 16<sup>th</sup> through March, based on the dormancy of the grass. Based on the dormancy of the grass during the winter months, further reduction of mowing frequency may be warranted.

- b. **Edging.** Edging of all sidewalks, curbs, pathways, and other paved surfaces will be performed during each mowing cycle. Edging s to be defined as outlining and/or removing turf from the above mentioned borders by use of a mechanical edger.
- c. **Trimming.** Trimming around obstacles where a mower cannot reach, such as around sign posts, trees, shrubs, or poles, shall be completed during each mowing cycle by use of a string trimmer, chemical, or other mechanical means.
- d. **Blowing.** Walks, curbs, and other paved surfaces adjacent to turf areas and/or other landscaping elements will be kept clean of debris generated by the performance of lawn maintenance services. When using forced air machinery, care will be taken to prevent blowing grass clippings into beds or onto hardscape surfaces.
- e. **Plant area Detailing.** Detailing of all plant material will be performed in a sectional method, with the frequency of rotation being a minimum or once every three to four weeks for each individual section. The detailing process will include trimming, pruning, and shaping of all shrubbery, ornamental trees and groundcovers, removal of under story tree suckers as well as the defining of bed lines, tree saucers, and the removal of unwanted vegetation (weeds).
- f. **Tree Trimming & Pruning.** Under story trees and street trees located in common areas will be canopied up to 8' – 10' in a manner that will prevent interference with pedestrian walkways, streets, and will assist in the overall general appearance of the property. Any tree canopies exceeding 10' in height or limbs larger than 1.5" are not included in this agreement but can be requested for an additional service fee on an as-needed basis.

Palm trees up to 12' in height will be trimmed of excess fronds and unwanted seed pods and debris during the sectional rotation. Trimming of palm trees in excess of 12' in height and all specimen palm trees requiring additional equipment or special techniques are not covered in this agreement but can be requested for an additional service fee on an as-needed basis.

- g. **Excessive Debris.** Clean-up and removal of storm damage debris, fallen trees, tree limbs, or excessive debris is not covered under this agreement but can be requested for an additional service fee on an as-needed basis.
- h. **Irrigation Maintenance.** Inspection of irrigation system, to include activating each zone of the system, checking for clogged heads or nozzles, checking irrigation heads for proper height and rotation, checking for leaks in pipes and heads, checking for damaged or missing heads, and checking the controller for proper watering schedule and resetting if necessary shall be performed on a monthly basis.

This agreement does not include irrigation repairs, parts, or labor, which will be billed as an additional cost.

To minimize damage and lead-time, Owner/ Agent may pre-authorize the Contractor to make necessary irrigation repairs during the monthly inspection at an amount not exceed \$\_\_\_\_\_ per month to be billed in addition to normal service. Any irrigation repair exceeding this agreed upon amount will require written approval as a separate work order.

- i. **Spray and Fertilization** Custom blended fertilization application and weed, insect, and disease control for beds and St. Augustine turf are included in this agreement.
- j. **Additional Services.** Additional products and services, such as mulch, bed dressing, or annual installation, is not included in this agreement but can be requested for an additional fee to be billed in addition to normal monthly service.

**XI. Entire Agreement.** This Lawn Maintenance Service Agreement contains the sole and entire agreement between the parties with respect to the subject matter of this agreement and supersedes any and all other prior or contemporaneous written or oral agreements or understandings between them with respect to the subject matter contained herein.

**XII. Agreed and Accepted.** The parties hereto have duly entered and executed this agreement as of the day ad year first above written. The undersigned parties warrant that they are authorized representatives of the respective companies and/ or properties and have the requisite authority to bind their employer and/ or principal.

**Randy Suggs, Inc.**

**Owner/ Agent**

\_\_\_\_\_  
**Authorized Signature**

\_\_\_\_\_  
**Authorized Signature**

\_\_\_\_\_  
**Name and Title**

\_\_\_\_\_  
**Name and Title**

\_\_\_/\_\_\_/\_\_\_  
**Date**

\_\_\_/\_\_\_/\_\_\_  
**Date**

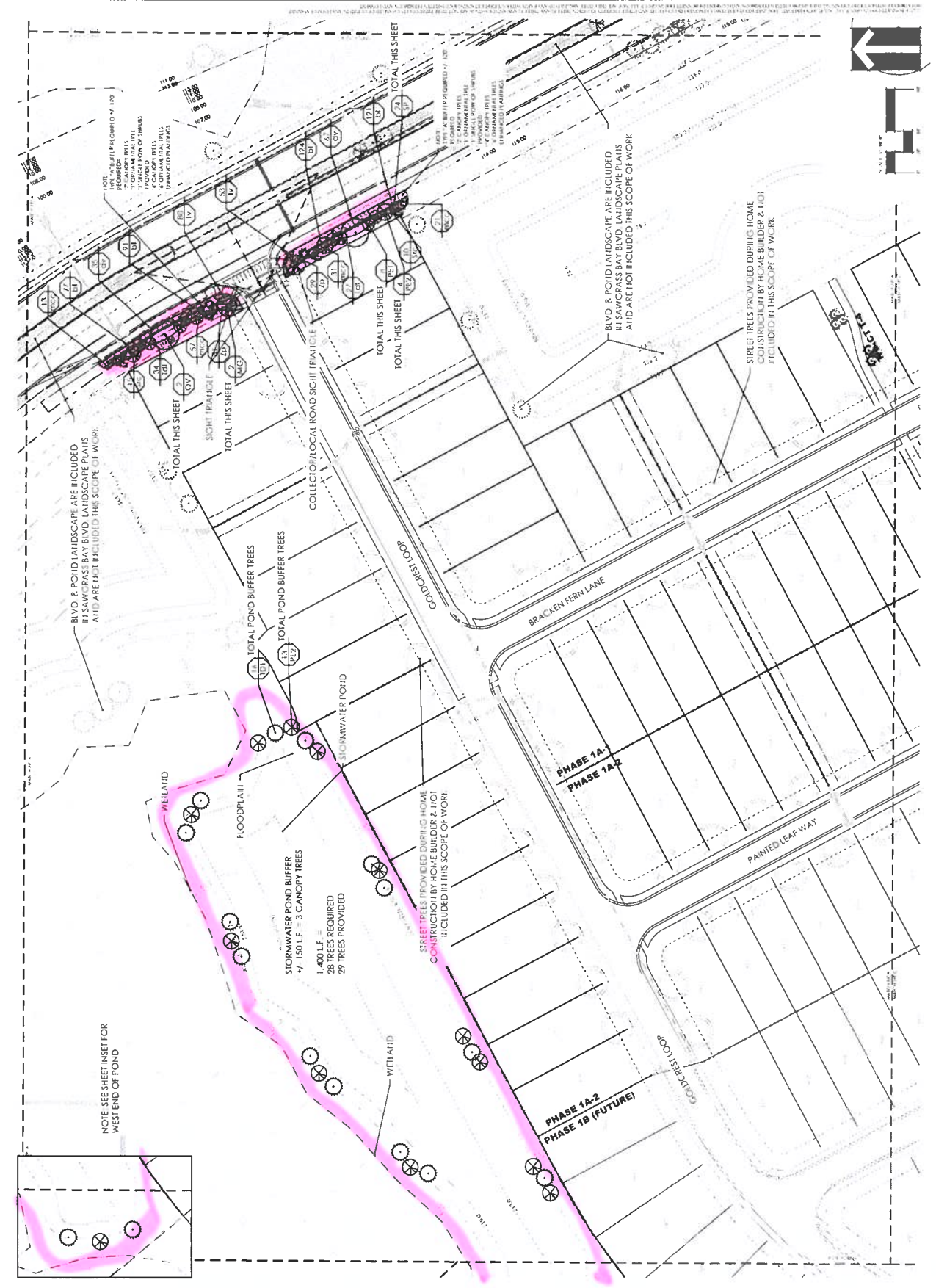


HANS P. BARNETT, P.E.  
 PEINTEGRATED, INC.  
 11775 S. WINDY HILL  
 AUSTIN, TEXAS 78748  
 TEL: 512.424.1100  
 FAX: 512.424.1101  
 WWW.PEINTEGRATED.COM

**SERENOVA**  
**Village 1 & 2**  
 LAKE COUNTY, FLORIDA  
 LANDSCAPE PLAN

DATE: 11/11/11  
 DRAWN BY: J. BARNETT  
 CHECKED BY: J. BARNETT  
 PROJECT NO.: 11-0001  
 SHEET NO.: 11-0001-01

L401



BVD & POND LANDSCAPE ARE INCLUDED  
 IN SAW/PASS BAY BVD LANDSCAPE PLANS  
 AND ARE NOT INCLUDED IN THIS SCOPE OF WORK.

TOTAL THIS SHEET  
 SIG III (PALMETTO)

TOTAL POND BUFFER TREES  
 28 TREES PROVIDED  
 28 TREES REQUIRED  
 29 TREES PROVIDED

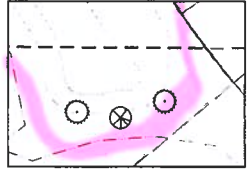
STORMWATER POND  
 1,400 LF =  
 +/- 150 LF = 3 CANOPY TREES

STREET TREES PROVIDED DURING FINAL  
 CONSTRUCTION BY HOME BUILDER & HOI  
 INCLUDED IN THIS SCOPE OF WORK.

BVD & POND LANDSCAPE ARE INCLUDED  
 IN SAW/PASS BAY BVD LANDSCAPE PLANS  
 AND ARE NOT INCLUDED IN THIS SCOPE OF WORK.

STREET TREES PROVIDED DURING HOME  
 CONSTRUCTION BY HOME BUILDER & HOI  
 INCLUDED IN THIS SCOPE OF WORK.

NOTE: SEE SHEET INSET FOR  
 WEST END OF POND





FOR OFFICE USE ONLY  
 PROJECT: SERENOA  
 SHEET: L403  
 DATE: 08/11/2011

**SERENOA**  
 Village 1 & 2  
 VK Avalon Groves, LLC  
 LAKE COUNTY, FLORIDA  
 LANDSCAPE PLAN

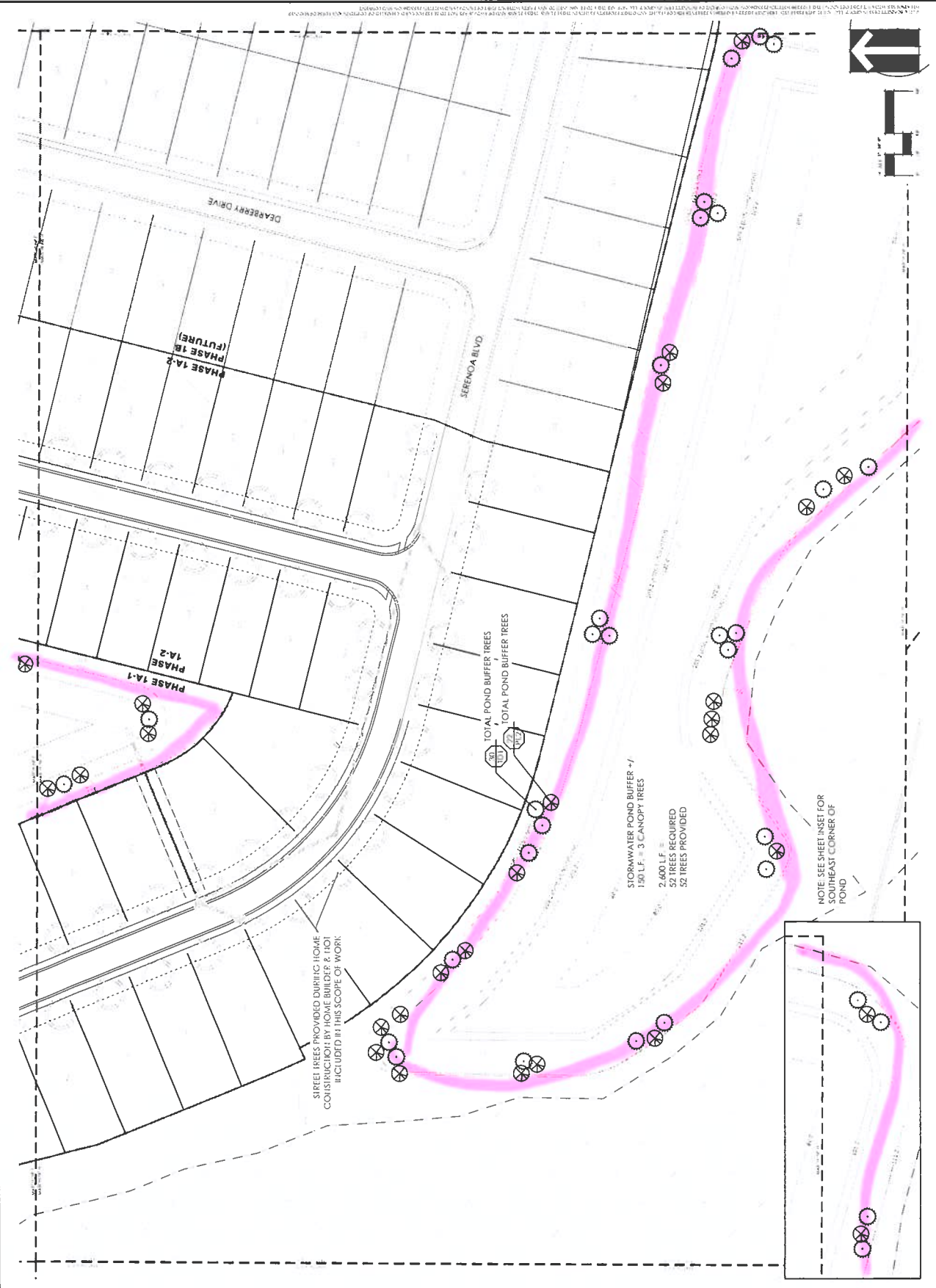
L403











STREET TREES PROVIDED DURING HOME  
 INSTALLATION. HOME BUILDER & NOT  
 INCLUDED IN THIS SCOPE OF WORK.

TOTAL POND BUFFER TREES  
 52

STORMWATER POND BUFFER +/-  
 150 LF = 3 CANOPY TREES  
 2,600 LF =  
 52 TREES REQUIRED  
 52 TREES PROVIDED

NOTE: SEE SHEET INSET FOR  
 SOUTHEAST CORNER OF  
 POND



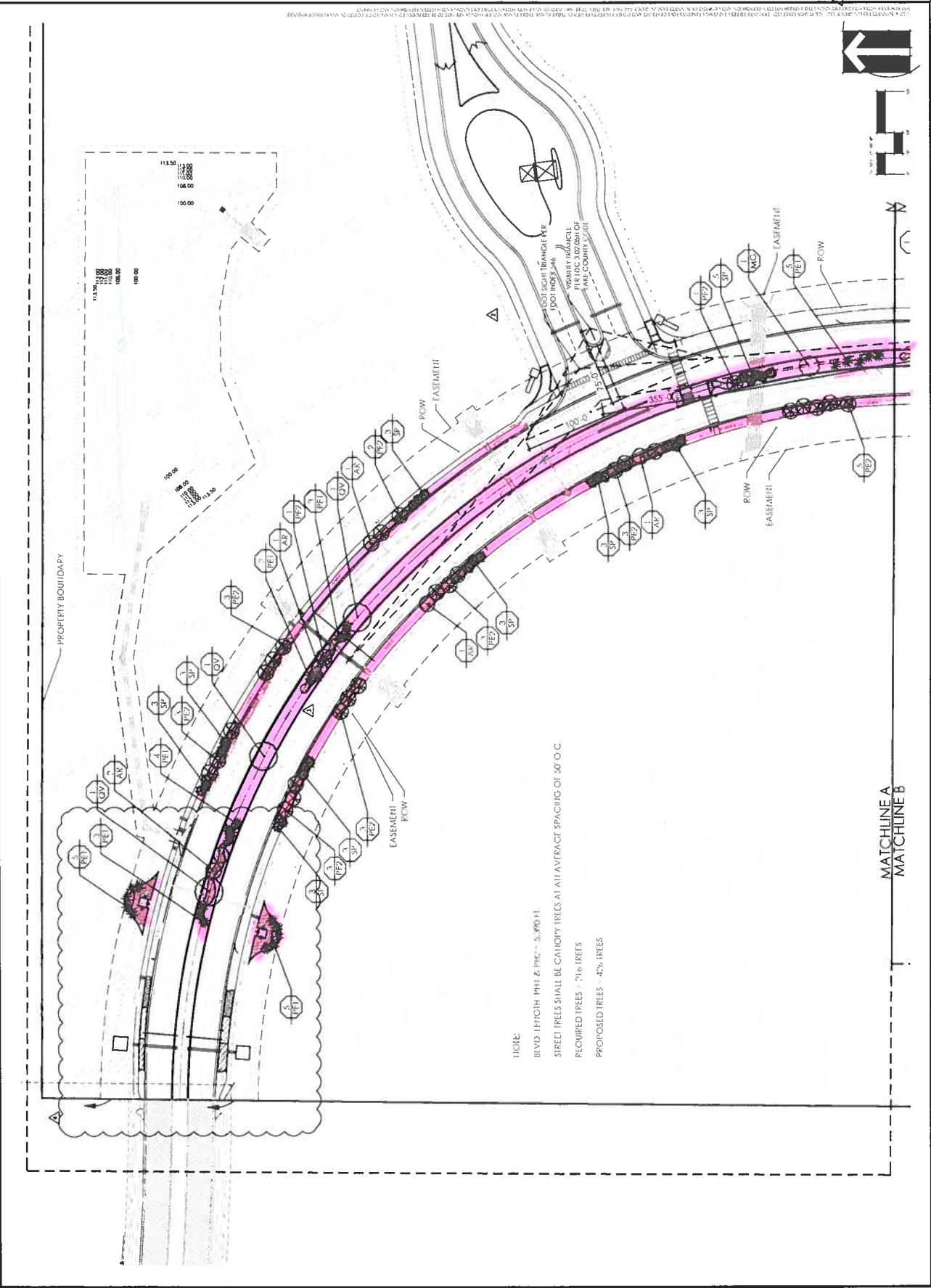


PROJECT: Sawgrass Bay Boulevard Extension PH1&2  
 DRAWN BY: [Name]  
 CHECKED BY: [Name]  
 DATE: 11/15/2017

# AVALON GROVES Sawgrass Bay Boulevard Extension PH1&2 STREET TREE PLAN LAKE COUNTY, FLORIDA WK Avalon Groves, LLC

NO.	DESCRIPTION	DATE
1	ISSUED FOR PERMITS	11/15/2017
2	REVISED PER PERMITS	11/15/2017
3	REVISED PER PERMITS	11/15/2017
4	REVISED PER PERMITS	11/15/2017
5	REVISED PER PERMITS	11/15/2017
6	REVISED PER PERMITS	11/15/2017
7	REVISED PER PERMITS	11/15/2017
8	REVISED PER PERMITS	11/15/2017
9	REVISED PER PERMITS	11/15/2017
10	REVISED PER PERMITS	11/15/2017

L401

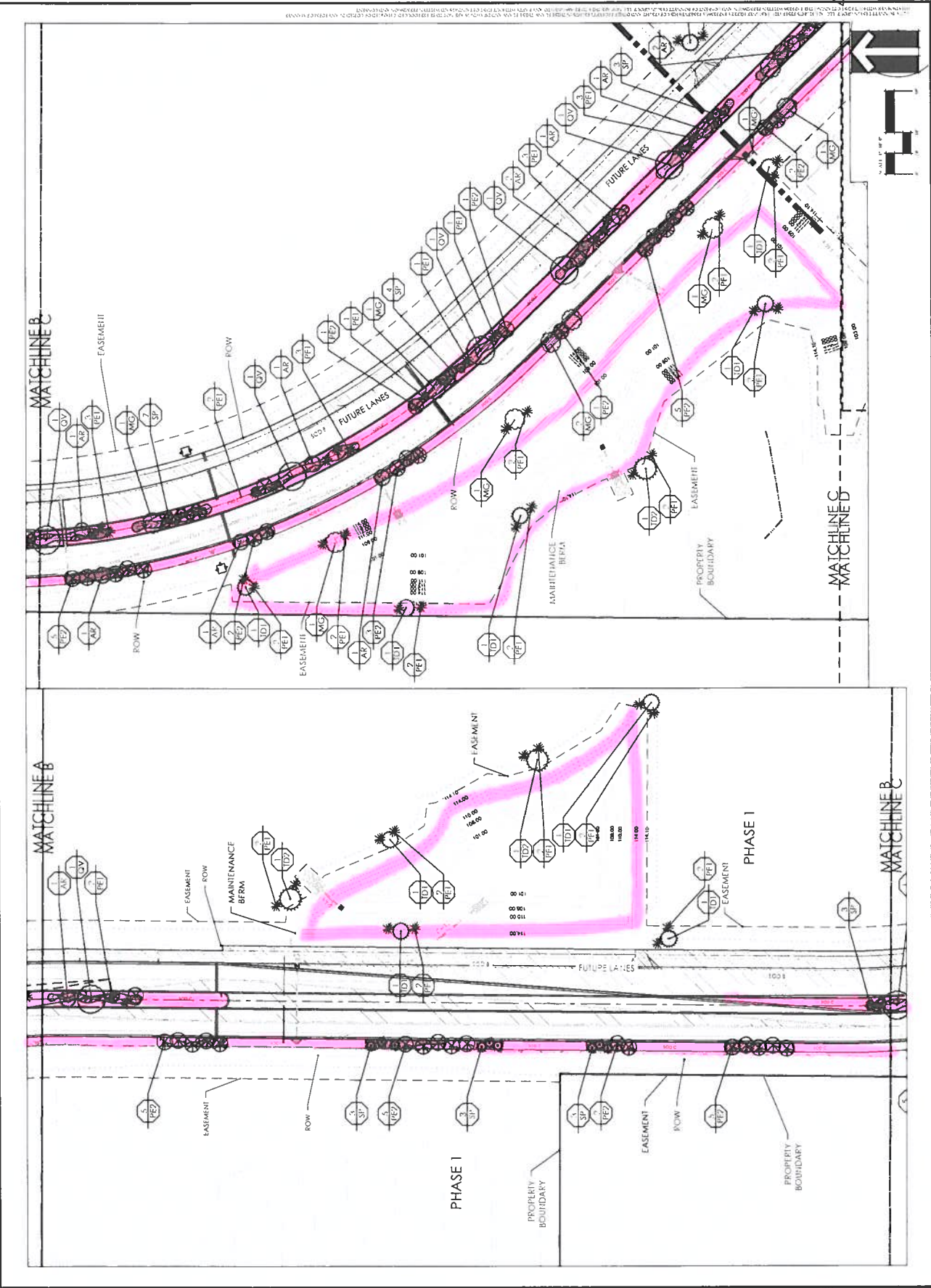


NOTE:  
 BLVD (PH1&2 PH1 & PH2) - 5.0% H.  
 STREET TREES SHALL BE CANOPY TREES AT AN AVERAGE SPACING OF 50.0' O.C.  
 REQUIRED TREES - 21% TREES  
 PROPOSED TREES - 42% TREES

MATCHLINE A  
 MATCHLINE B



DATE: 11/15/2017  
 DRAWN BY: [Name]  
 CHECKED BY: [Name]  
 DATE: 11/15/2017







# EXHIBIT 7



# Graybar Financial Services<sup>®</sup>

Financing, Simplified



## Prepared By:

Graybar Financial Services  
 Rachel Sthay  
 (314) 573-2508  
 rachel.sthay@graybar.com  
 04/16/2018

## Financing Prepared For:

Avalon Grove Community Development District  
 Patricia Comings-Thibault  
 250 International Pkwy  
 Suite 280  
 (321) 263-0132  
 patricia.comings-thibault@dpg.com

11885 Lackland Road  
 St. Louis, MO 63146  
 Phone: 800-241-7408  
 Fax: 800-543-0247

**Project Description:** Energy Savings

**Project Investment:** \$89,652.50

## Lighting Cost Analysis

Total Project Investment	Net of Sales Tax	\$89,652.50
--------------------------	------------------	-------------

## Monthly Lease Cash Flow Analysis

	24 Months	36 Months	48 Months	60 Months
Monthly Lease Payment	\$4,247.73	\$2,912.80	\$2,245.79	\$1,769.74

Utilize a financing option to make your energy efficiency upgrade a reality today. Don't waste money by putting off a project that can generate valuable savings every month due to budgetary restrictions.

### Financing can provide:

- Cash flow positive savings on day one
- An alternative payment method that does not demand a large cash outlay
- The ability to implement a money saving project regardless of the annual budget
- The benefit of future savings on rising energy costs
- Flexibility with how the rebate is handled
- Possible financing structures that qualify as operating expenses

Call GFS today and let the experts create a custom made solution for you!

# EXHIBIT 8

# KOLTER

February 25, 2018

Patricia Comings-Thibault  
1060 Maitland Center Commons  
Suite 340  
Maitland FL 32751

RE: Avalon Groves Community Development District.

Dear Patricia:

As of this date, I hereby resign my position of Supervisor of the Avalon Groves Community Development District.

Sincerely,



David B. Langhout  
The Kolter Group

CC: Jim Harvey  
Greg Meath  
Candice Smith  
Brad Walker

# EXHIBIT 9

Oath of Office

I, \_\_\_\_\_, a resident of the State of Florida and citizen of the United States of America, and being a Supervisor of the Avalon Groves Community Development District and a recipient of public funds on behalf of the District, do hereby solemnly swear or affirm that I will support the Constitution of the United States and the Constitution of the State of Florida, and will faithfully, honestly and impartially discharge the duties devolving upon me in the office of Supervisor of the Avalon Groves Community Development District, Lake County, Florida.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Sworn to (or affirmed) before me this \_\_\_\_ day of \_\_\_\_\_, 2018 by \_\_\_\_\_ whose signature appears hereinabove.

\_\_\_\_\_  
Notary Public State of Florida

\_\_\_\_\_  
Print Name

My Commission expires

Personally known \_\_\_\_\_ or produced identification \_\_\_\_\_

Type of identification \_\_\_\_\_

# FORM 1

# STATEMENT OF FINANCIAL INTERESTS

# 2016

Please print or type your name, mailing address, agency name, and position below:

FOR OFFICE USE ONLY:

LAST NAME -- FIRST NAME -- MIDDLE NAME :

MAILING ADDRESS :

CITY : ZIP : COUNTY :

NAME OF AGENCY :

NAME OF OFFICE OR POSITION HELD OR SOUGHT :

You are not limited to the space on the lines on this form. Attach additional sheets, if necessary.

CHECK ONLY IF  CANDIDATE OR  NEW EMPLOYEE OR APPOINTEE

**\*\*\*\* BOTH PARTS OF THIS SECTION MUST BE COMPLETED \*\*\*\***

**DISCLOSURE PERIOD:**

THIS STATEMENT REFLECTS YOUR FINANCIAL INTERESTS FOR THE PRECEDING TAX YEAR, WHETHER BASED ON A CALENDAR YEAR OR ON A FISCAL YEAR. PLEASE STATE BELOW WHETHER THIS STATEMENT IS FOR THE PRECEDING TAX YEAR ENDING EITHER (must check one):

DECEMBER 31, 2016 OR  SPECIFY TAX YEAR IF OTHER THAN THE CALENDAR YEAR: \_\_\_\_\_

**MANNER OF CALCULATING REPORTABLE INTERESTS:**

FILERS HAVE THE OPTION OF USING REPORTING THRESHOLDS THAT ARE ABSOLUTE DOLLAR VALUES, WHICH REQUIRES FEWER CALCULATIONS, OR USING COMPARATIVE THRESHOLDS, WHICH ARE USUALLY BASED ON PERCENTAGE VALUES (see instructions for further details). CHECK THE ONE YOU ARE USING (must check one):

COMPARATIVE (PERCENTAGE) THRESHOLDS OR  DOLLAR VALUE THRESHOLDS

**PART A -- PRIMARY SOURCES OF INCOME** [Major sources of income to the reporting person - See instructions]

(If you have nothing to report, write "none" or "n/a")

NAME OF SOURCE OF INCOME	SOURCE'S ADDRESS	DESCRIPTION OF THE SOURCE'S PRINCIPAL BUSINESS ACTIVITY

**PART B -- SECONDARY SOURCES OF INCOME**

[Major customers, clients, and other sources of income to businesses owned by the reporting person - See instructions]

(If you have nothing to report, write "none" or "n/a")

NAME OF BUSINESS ENTITY	NAME OF MAJOR SOURCES OF BUSINESS' INCOME	ADDRESS OF SOURCE	PRINCIPAL BUSINESS ACTIVITY OF SOURCE

**PART C -- REAL PROPERTY** [Land, buildings owned by the reporting person - See instructions]

(If you have nothing to report, write "none" or "n/a")


**FILING INSTRUCTIONS** for when and where to file this form are located at the bottom of page 2.

**INSTRUCTIONS** on who must file this form and how to fill it out begin on page 3.

<b>PART D — INTANGIBLE PERSONAL PROPERTY</b> [Stocks, bonds, certificates of deposit, etc. - See instructions] (If you have nothing to report, write "none" or "n/a")	
TYPE OF INTANGIBLE	BUSINESS ENTITY TO WHICH THE PROPERTY RELATES

<b>PART E — LIABILITIES</b> [Major debts - See instructions] (If you have nothing to report, write "none" or "n/a")	
NAME OF CREDITOR	ADDRESS OF CREDITOR

<b>PART F — INTERESTS IN SPECIFIED BUSINESSES</b> [Ownership or positions in certain types of businesses - See instructions] (If you have nothing to report, write "none" or "n/a")		
	BUSINESS ENTITY # 1	BUSINESS ENTITY # 2
NAME OF BUSINESS ENTITY		
ADDRESS OF BUSINESS ENTITY		
PRINCIPAL BUSINESS ACTIVITY		
POSITION HELD WITH ENTITY		
I OWN MORE THAN A 5% INTEREST IN THE BUSINESS		
NATURE OF MY OWNERSHIP INTEREST		

**PART G — TRAINING**  
For **elected municipal officers** required to complete annual ethics training pursuant to section 112.3142, F.S.

**I CERTIFY THAT I HAVE COMPLETED THE REQUIRED TRAINING.**

IF ANY OF PARTS A THROUGH G ARE CONTINUED ON A SEPARATE SHEET, PLEASE CHECK HERE

<p align="center"><b><u>SIGNATURE OF FILER:</u></b></p> <p>Signature: _____</p> <p>Date Signed: _____</p>	<p align="center"><b><u>CPA or ATTORNEY SIGNATURE ONLY</u></b></p> <p>If a certified public accountant licensed under Chapter 473, or attorney in good standing with the Florida Bar prepared this form for you, he or she must complete the following statement:</p> <p>I, _____, prepared the CE Form 1 in accordance with Section 112.3145, Florida Statutes, and the instructions to the form. Upon my reasonable knowledge and belief, the disclosure herein is true and correct.</p> <p>CPA/Attorney Signature: _____</p> <p>Date Signed: _____</p>
---	---

<b><u>FILING INSTRUCTIONS:</u></b>		
<p><b>WHAT TO FILE:</b></p> <p>After completing all parts of this form, <b>including signing and dating it</b>, send back only the first sheet (pages 1 and 2) for filing.</p> <p>If you have nothing to report in a particular section, write "none" or "n/a" in that section(s).</p> <p><b>NOTE:</b> <b>MULTIPLE FILING UNNECESSARY:</b> A candidate who files a Form 1 with a qualifying officer is not required to file with the Commission or Supervisor of Elections.</p> <p><b><u>Facsimiles will not be accepted.</u></b></p>	<p><b>WHERE TO FILE:</b></p> <p>If you were mailed the form by the Commission on Ethics or a County Supervisor of Elections for your annual disclosure filing, return the form to that location.</p> <p><b>Local officers/employees</b> file with the Supervisor of Elections of the county in which they permanently reside. (If you do not permanently reside in Florida, file with the Supervisor of the county where your agency has its headquarters.)</p> <p><b>State officers or specified state employees</b> file with the Commission on Ethics, P.O. Drawer 15709, Tallahassee, FL 32317-5709; physical address: 325 John Knox Road, Building E, Suite 200, Tallahassee, FL 32303.</p> <p><b>Candidates</b> file this form together with their qualifying papers.</p> <p>To determine what category your position falls under, see page 3 of instructions.</p>	<p><b>WHEN TO FILE:</b></p> <p><b>Initially</b>, each local officer/employee, state officer, and specified state employee must file <b>within 30 days</b> of the date of his or her appointment or of the beginning of employment. Appointees who must be confirmed by the Senate must file prior to confirmation, even if that is less than 30 days from the date of their appointment.</p> <p><b>Candidates</b> must file at the same time they file their qualifying papers.</p> <p><b>Thereafter</b>, file by July 1 following each calendar year in which they hold their positions.</p> <p><b>Finally</b>, file a final disclosure form (Form 1F) within 60 days of leaving office or employment. Filing a CE Form 1F (Final Statement of Financial Interests) does <u>not</u> relieve the filer of filing a CE Form 1 if the filer was in his or her position on December 31, 2016.</p>

## NOTICE

**Annual Statements of Financial Interests are due July 1. If the annual form is not filed or postmarked by September 1, an automatic fine of \$25 for each day late will be imposed, up to a maximum penalty of \$1,500. Failure to file also can result in removal from public office or employment. [s. 112.3145, F.S.]**

**In addition, failure to make any required disclosure constitutes grounds for and may be punished by one or more of the following: disqualification from being on the ballot, impeachment, removal or suspension from office or employment, demotion, reduction in salary, reprimand, or a civil penalty not exceeding \$10,000. [s. 112.317, F.S.]**

## **WHO MUST FILE FORM 1:**

1) Elected public officials not serving in a political subdivision of the state and any person appointed to fill a vacancy in such office, unless required to file full disclosure on Form 6.

2) Appointed members of each board, commission, authority, or council having statewide jurisdiction, excluding members of solely advisory bodies, but including judicial nominating commission members; Directors of Enterprise Florida, Scripps Florida Funding Corporation, and Career Source Florida; and members of the Council on the Social Status of Black Men and Boys; the Executive Director, Governors, and senior managers of Citizens Property Insurance Corporation; Governors and senior managers of Florida Workers' Compensation Joint Underwriting Association; board members of the Northeast Fla. Regional Transportation Commission; members of the board of Triumph Gulf Coast, Inc; members of the board of Florida Is For Veterans, Inc.; and members of the Technology Advisory Council within the Agency for State Technology.

3) The Commissioner of Education, members of the State Board of Education, the Board of Governors, and the local Boards of Trustees and Presidents of state universities.

4) Persons elected to office in any political subdivision (such as municipalities, counties, and special districts) and any person appointed to fill a vacancy in such office, unless required to file Form 6.

5) Appointed members of the following boards, councils, commissions, authorities, or other bodies of county, municipality, school district, independent special district, or other political subdivision: the governing body of the subdivision; community college or junior college district boards of trustees; boards having the power to enforce local code provisions; boards of adjustment; community redevelopment agencies; planning or zoning boards having the power to recommend, create, or modify land planning or zoning within a political subdivision, except for citizen advisory committees, technical coordinating committees, and similar groups who only have the power to make recommendations to planning or zoning boards, and except for representatives of a military installation acting on behalf of all military installations within that jurisdiction; pension or retirement boards empowered to invest pension or retirement funds or determine entitlement to or amount of pensions or other retirement benefits.

6) Any appointed member of a local government board who is required to file a statement of financial interests by the appointing authority or the enabling legislation, ordinance, or resolution creating the board.

7) Persons holding any of these positions in local government: mayor; county or city manager; chief administrative employee or finance

director of a county, municipality, or other political subdivision; county or municipal attorney; chief county or municipal building inspector; county or municipal water resources coordinator; county or municipal pollution control director; county or municipal environmental control director; county or municipal administrator with power to grant or deny a land development permit; chief of police; fire chief; municipal clerk; appointed district school superintendent; community college president; district medical examiner; purchasing agent (regardless of title) having the authority to make any purchase exceeding \$20,000 for the local governmental unit.

8) Officers and employees of entities serving as chief administrative officer of a political subdivision.

9) Members of governing boards of charter schools operated by a city or other public entity.

10) Employees in the office of the Governor or of a Cabinet member who are exempt from the Career Service System, excluding secretarial, clerical, and similar positions.

11) The following positions in each state department, commission, board, or council: Secretary, Assistant or Deputy Secretary, Executive Director, Assistant or Deputy Executive Director, and anyone having the power normally conferred upon such persons, regardless of title.

12) The following positions in each state department or division: Director, Assistant or Deputy Director, Bureau Chief, Assistant Bureau Chief, and any person having the power normally conferred upon such persons, regardless of title.

13) Assistant State Attorneys, Assistant Public Defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel, Public Counsel, full-time state employees serving as counsel or assistant counsel to a state agency, administrative law judges, and hearing officers.

14) The Superintendent or Director of a state mental health institute established for training and research in the mental health field, or any major state institution or facility established for corrections, training, treatment, or rehabilitation.

15) State agency Business Managers, Finance and Accounting Directors, Personnel Officers, Grant Coordinators, and purchasing agents (regardless of title) with power to make a purchase exceeding \$20,000.

16) The following positions in legislative branch agencies: each employee (other than those employed in maintenance, clerical, secretarial, or similar positions and legislative assistants exempted by the presiding officer of their house); and each employee of the Commission on Ethics.

## **INSTRUCTIONS FOR COMPLETING FORM 1:**

**INTRODUCTORY INFORMATION** (Top of Form): If your name, mailing address, public agency, and position are already printed on the form, you do not need to provide this information unless it should be changed. To change any of this information, write the correct information on the form, and contact your agency's financial disclosure coordinator. You can find your coordinator on the Commission on Ethics website: [www.ethics.state.fl.us](http://www.ethics.state.fl.us).

**NAME OF AGENCY:** The name of the governmental unit which you serve or served, by which you are or were employed, or for which you are a candidate.

**OFFICE OR POSITION HELD OR SOUGHT:** The title of the office or position you hold, are seeking, or held during the disclosure period even if you have since left that position. If you are a candidate for office or are a new employee or appointee, check the appropriate box.

**PUBLIC RECORD:** The disclosure form and everything attached to it is a public record. Your Social Security Number is not required and you should redact it from any documents you file. If you are an active or former officer or employee listed in Section 119.071, F.S., whose home address is exempt from disclosure, the Commission will maintain that confidentiality if you submit a written request.

**DISCLOSURE PERIOD:** The tax year for most individuals is the calendar year (January 1 through December 31). If that is the case for you, then your financial interests should be reported for the calendar year 2016; check that box. If you file your IRS tax return based on a tax year that is not the calendar year, you should specify the dates of your tax year in this portion of the form and check the appropriate box. This is the "disclosure period" for your report.



## **MANNER OF CALCULATING REPORTABLE INTEREST**

Filers have the option of reporting based on either thresholds that are comparative (usually, based on percentage values) or thresholds that are based on absolute dollar values. The instructions on the following pages specifically describe the different thresholds. Check the box that reflects the choice you have made. You must use the type of threshold you have chosen for each part of the form. In other words, if you choose to report based on absolute dollar value thresholds, you cannot use a percentage threshold on any part of the form.

### **IF YOU HAVE CHOSEN DOLLAR VALUE THRESHOLDS THE FOLLOWING INSTRUCTIONS APPLY**

#### **PART A — PRIMARY SOURCES OF INCOME**

[Required by s. 112.3145(3)(b)1, F.S.]

Part A is intended to require the disclosure of your principal sources of income during the disclosure period. You do not have to disclose the amount of income received, and you need not list your public salary from serving in the position(s) which requires you to file this form. The income of your spouse need not be disclosed; however, if there is joint income to you and your spouse from property you own jointly (such as interest or dividends from a bank account or stocks), you should disclose the source of that income if it exceeded the threshold.

Please list in this part of the form the name, address, and principal business activity of each source of your income which exceeded \$2,500 of gross income received by you in your own name or by any other person for your use or benefit.

"Gross income" means the same as it does for income tax purposes, even if the income is not actually taxable, such as interest on tax-free bonds. Examples include: compensation for services, income from business, gains from property dealings, interest, rents, dividends, pensions, IRA distributions, social security, distributive share of partnership gross income, and alimony, but not child support.

Examples:

- If you were employed by a company that manufactures computers and received more than \$2,500, list the name of the company, its address, and its principal business activity (computer manufacturing).
- If you were a partner in a law firm and your distributive share of partnership gross income exceeded \$2,500, list the name of the firm, its address, and its principal business activity (practice of law).
- If you were the sole proprietor of a retail gift business and your gross income from the business exceeded \$2,500, list the name of the business, its address, and its principal business activity (retail gift sales).
- If you received income from investments in stocks and bonds, list each individual company from which you derived more than \$2,500. Do not aggregate all of your investment income.
- If more than \$2,500 of your gross income was gain from the sale of property (not just the selling price), list as a source of income the purchaser's name, address and principal business activity. If the purchaser's identity is unknown, such as where securities listed on an exchange are sold through a brokerage firm, the source of income should be listed as "sale of (name of company) stock," for example.
- If more than \$2,500 of your gross income was in the form of interest from one particular financial institution (aggregating interest from all CD's, accounts, etc., at that institution), list the name of the institution, its address, and its principal business activity.

#### **PART B — SECONDARY SOURCES OF INCOME**

[Required by s. 112.3145(3)(b)2, F.S.]

This part is intended to require the disclosure of major customers, clients, and other sources of income to businesses in which you own an interest. It is not for reporting income from second jobs. That kind of income should be reported in Part A "Primary Sources of Income," if it meets the reporting threshold. You will not have anything to report unless, during the disclosure period:

- (1) You owned (either directly or indirectly in the form of an equitable or beneficial interest) more than 5% of the total assets or capital stock of

a business entity (a corporation, partnership, LLC, limited partnership, proprietorship, joint venture, trust, firm, etc., doing business in Florida); **and,**

- (2) You received more than \$5,000 of your gross income during the disclosure period from that business entity.

If your interests and gross income exceeded these thresholds, then for that business entity you must list every source of income to the business entity which exceeded 10% of the business entity's gross income (computed on the basis of the business entity's most recently completed fiscal year), the source's address, and the source's principal business activity.

Examples:

- You are the sole proprietor of a dry cleaning business, from which you received more than \$5,000. If only one customer, a uniform rental company, provided more than 10% of your dry cleaning business, you must list the name of the uniform rental company, its address, and its principal business activity (uniform rentals).
- You are a 20% partner in a partnership that owns a shopping mall and your partnership income exceeded the above thresholds. List each tenant of the mall that provided more than 10% of the partnership's gross income and the tenant's address and principal business activity.

#### **PART C — REAL PROPERTY**

[Required by s. 112.3145(3)(b)3, F.S.]

In this part, list the location or description of all real property in Florida in which you owned directly or indirectly at any time during the disclosure period in excess of 5% of the property's value. You are not required to list your residences. You should list any vacation homes if you derive income from them.

Indirect ownership includes situations where you are a beneficiary of a trust that owns the property, as well as situations where you own more than 5% of a partnership or corporation that owns the property. The value of the property may be determined by the most recently assessed value for tax purposes, in the absence of a more current appraisal.

The location or description of the property should be sufficient to enable anyone who looks at the form to identify the property. A street address should be used, if one exists.

#### **PART D — INTANGIBLE PERSONAL PROPERTY**

[Required by s. 112.3145(3)(b)3, F.S.]

Describe any intangible personal property that, at any time during the disclosure period, was worth more than \$10,000 and state the business entity to which the property related. Intangible personal property includes things such as cash on hand, stocks, bonds, certificates of deposit, vehicle leases, interests in businesses, beneficial interests in trusts, money owed you, Deferred Retirement Option Program (DROP) accounts, the Florida Prepaid College Plan, and bank accounts. Intangible personal property also includes investment products held in IRAs, brokerage accounts, and the Florida College Investment Plan. Note that the product contained in a brokerage account, IRA, or the Florida College Investment Plan is your asset—not the account or plan itself. Things like automobiles and houses you own, jewelry, and paintings are not intangible property. Intangibles relating to the same business entity may be aggregated; for example, CDs and savings accounts with the same bank. Property owned as tenants by the entirety or as joint tenants with right of survivorship should be valued at 100%. The value of a leased vehicle is the vehicle's present value minus the lease residual (a number found on the lease document).

## PART E — LIABILITIES

[Required by s. 112.3145(3)(b)4, F.S.]

List the name and address of each creditor to whom you owed more than \$10,000 at any time during the disclosure period. The amount of the liability of a vehicle lease is the sum of any past-due payments and all unpaid prospective lease payments. You are not required to list the amount of any debt. You do not have to disclose credit card and retail installment accounts, taxes owed (unless reduced to a judgment), indebtedness on a life insurance policy owed to the company of issuance, or contingent liabilities. A "contingent liability" is one that will become an actual liability only when one or more future events occur or fail to occur, such as where you are liable only as a guarantor, surety, or endorser on a promissory note. If you are a "co-maker" and are jointly liable or jointly and severally liable, then it is not a contingent liability.

## PART F — INTERESTS IN SPECIFIED BUSINESSES

[Required by s. 112.3145(5), F.S.]

The types of businesses covered in this disclosure include: state and federally chartered banks; state and federal savings and loan associations; cemetery companies; insurance companies; mortgage companies; credit unions; small loan companies; alcoholic beverage licensees; pari-mutuel wagering companies, utility companies, entities controlled by the Public Service Commission; and entities granted a franchise to operate by either a city or a county government.

Disclose in this part the fact that you owned during the disclosure period an interest in, or held any of certain positions with the types of businesses listed above. You must make this disclosure if you own or owned (either directly or indirectly in the form of an equitable or beneficial interest) at any time during the disclosure period more than 5% of the total assets or capital stock of one of the types of business entities listed above. You also must complete this part of the form for each of these types of businesses for which you are, or were at any time during the disclosure period, an officer, director, partner, proprietor, or agent (other than a resident agent solely for service of process).

If you have or held such a position or ownership interest in one of these types of businesses, list the name of the business, its address and principal business activity, and the position held with the business (if any). If you own(ed) more than a 5% interest in the business, indicate that fact and describe the nature of your interest.

## PART G — TRAINING CERTIFICATION

[Required by s. 112.3142, F.S.]

If you are a Constitutional or elected municipal officer whose service began before March 31 of the year for which you are filing, you are required to complete four hours of ethics training which addresses Article II, Section 8 of the Florida Constitution, the Code of Ethics for Public Officers and Employees, and the public records and open meetings laws of the state. You are required to certify on this form that you have taken such training.

(End of Dollar Value Thresholds Instructions.)

# IF YOU HAVE CHOSEN COMPARATIVE (PERCENTAGE) THRESHOLDS THE FOLLOWING INSTRUCTIONS APPLY

## PART A — PRIMARY SOURCES OF INCOME

[Required by s. 112.3145(3)(a)1, F.S.]

Part A is intended to require the disclosure of your principal sources of income during the disclosure period. You do not have to disclose the amount of income received, and you need not list your public salary received from serving in the position(s) which requires you to file this form, but this amount should be included when calculating your gross income for the disclosure period. The income of your spouse need not be disclosed; however, if there is joint income to you and your spouse from property you own jointly (such as interest or dividends from a bank account or stocks), you should include all of that income when calculating your gross income and disclose the source of that income if it exceeded the threshold.

Please list in this part of the form the name, address, and principal business activity of each source of your income which exceeded 5% of the gross income received by you in your own name or by any other person for your benefit or use during the disclosure period.

"Gross income" means the same as it does for income tax purposes, even if the income is not actually taxable, such as interest on tax-free bonds. Examples include: compensation for services, income from business, gains from property dealings, interest, rents, dividends, pensions, IRA distributions, social security, distributive share of partnership gross income, and alimony, but not child support.

Examples:

— If you were employed by a company that manufactures computers and received more than 5% of your gross income from the company, list the name of the company, its address, and its principal business activity (computer manufacturing).

— If you were a partner in a law firm and your distributive share of partnership gross income exceeded 5% of your gross income, then list the name of the firm, its address, and its principal business activity (practice of law).

— If you were the sole proprietor of a retail gift business and your gross income from the business exceeded 5% of your total gross income, list the name of the business, its address, and its principal business activity (retail gift sales).

— If you received income from investments in stocks and bonds, list each individual company from which you derived

more than 5% of your gross income. Do not aggregate all of your investment income.

— If more than 5% of your gross income was gain from the sale of property (not just the selling price), list as a source of income the purchaser's name, address, and principal business activity. If the purchaser's identity is unknown, such as where securities listed on an exchange are sold through a brokerage firm, the source of income should be listed as "sale of (name of company) stock," for example.

— If more than 5% of your gross income was in the form of interest from one particular financial institution (aggregating interest from all CD's, accounts, etc., at that institution), list the name of the institution, its address, and its principal business activity.

## PART B — SECONDARY SOURCES OF INCOME

[Required by s. 112.3145(3)(a)2, F.S.]

This part is intended to require the disclosure of major customers, clients, and other sources of income to businesses in which you own an interest. It is not for reporting income from second jobs. That kind of income should be reported in Part A, "Primary Sources of Income," if it meets the reporting threshold. You will **not** have anything to report **unless** during the disclosure period:

(1) You owned (either directly or indirectly in the form of an equitable or beneficial interest) more than 5% of the total assets or capital stock of a business entity (a corporation, partnership, LLC, limited partnership, proprietorship, joint venture, trust, firm, etc., doing business in Florida); **and**,

(2) You received more than 10% of your gross income from that business entity; **and**,

(3) You received more than \$1,500 in gross income from that business entity.

If your interests and gross income exceeded these thresholds, then for that business entity you must list every source of income to the business entity which exceeded 10% of the business entity's gross income (computed on the basis of the business entity's most recently completed fiscal year), the source's address, and the source's principal business activity.

Examples:

— You are the sole proprietor of a dry cleaning business, from which you received more than 10% of your gross income—an amount that was more than \$1,500. If only one customer, a uniform rental company, provided more than 10% of your dry cleaning business, you must list the name of the uniform rental company, its address, and its principal business activity (uniform rentals).

— You are a 20% partner in a partnership that owns a shopping mall and your partnership income exceeded the thresholds listed above. You should list each tenant of the mall that provided more than 10% of the partnership's gross income, and the tenant's address and principal business activity.

### **PART C — REAL PROPERTY**

[Required by s. 112.3145(3)(a)3, F.S.]

In this part, list the location or description of all real property in Florida in which you owned directly or indirectly at any time during the disclosure period in excess of 5% of the property's value. You are not required to list your residences. You should list any vacation homes, if you derive income from them.

Indirect ownership includes situations where you are a beneficiary of a trust that owns the property, as well as situations where you own more than 5% of a partnership or corporation that owns the property. The value of the property may be determined by the most recently assessed value for tax purposes, in the absence of a more current appraisal.

The location or description of the property should be sufficient to enable anyone who looks at the form to identify the property. A street address should be used, if one exists.

### **PART D — INTANGIBLE PERSONAL PROPERTY**

[Required by s. 112.3145(3)(a)3, F.S.]

Describe any intangible personal property that, at any time during the disclosure period, was worth more than 10% of your total assets, and state the business entity to which the property related. Intangible personal property includes things such as cash on hand, stocks, bonds, certificates of deposit, vehicle leases, interests in businesses, beneficial interests in trusts, money owed you, Deferred Retirement Option Program (DROP) accounts, the Florida Prepaid College Plan, and bank accounts. Intangible personal property also includes investment products held in IRAs, brokerage accounts, and the Florida College Investment Plan. Note that the product *contained in a brokerage account, IRA, or the Florida College Investment Plan is your asset—not the account or plan itself.* Things like automobiles and houses you own, jewelry, and paintings are not intangible property. Intangibles relating to the same business entity may be aggregated; for example, CD's and savings accounts with the same bank.

Calculations: To determine whether the intangible property exceeds 10% of your total assets, total the fair market value of all of your assets (including real property, intangible property, and tangible personal property such as jewelry, furniture, etc.). When making this calculation, do not subtract any liabilities (debts) that may relate to the property. Multiply the total figure by 10% to arrive at the disclosure threshold. List only the intangibles that exceed this threshold amount. The value of a leased vehicle is the vehicle's present value minus the lease residual (a number which can be found on the lease document). Property that is only jointly owned property should be valued according to the percentage of your joint ownership. Property owned as tenants by the entirety or as joint tenants with right of survivorship should be valued at 100%. None of your calculations or the value of the property have to be disclosed on the form.

Example: You own 50% of the stock of a small corporation that is worth \$100,000, the estimated fair market value of your home and other property (bank accounts, automobile, furniture, etc.) is \$200,000. As your total assets are worth \$250,000, you must disclose intangibles worth over \$25,000. Since the value of the stock exceeds this threshold, you should list "stock" and the name of the corporation. If your accounts with a particular bank exceed \$25,000, you should list "bank accounts" and bank's name.

### **PART E — LIABILITIES**

[Required by s. 112.3145(3)(b)4, F.S.]

List the name and address of each creditor to whom you owed any amount that, at any time during the disclosure period, exceeded your net worth. You are not required to list the amount of any debt or your net worth. You do not have to disclose: credit card and retail installment accounts, taxes owed (unless reduced to a judgment), indebtedness on a life insurance policy owed to the company of issuance, or contingent liabilities. A "contingent liability" is one that will become an actual liability only when one or more future events occur or fail to occur, such as where you are liable only as a guarantor, surety, or endorser on a promissory note. If you are a "co-maker" and are jointly liable or jointly and severally liable, it is not a contingent liability.

Calculations: To determine whether the debt exceeds your net worth, total all of your liabilities (including promissory notes, mortgages, credit card debts, judgments against you, etc.). The amount of the liability of a vehicle lease is the sum of any past-due payments and all unpaid prospective lease payments. Subtract the sum total of your liabilities from the value of all your assets as calculated above for Part D. This is your "net worth." List each creditor to whom your debt exceeded this amount unless it is one of the types of indebtedness listed in the paragraph above (credit card and retail installment accounts, etc.). Joint liabilities with others for which you are "jointly and severally liable," meaning that you may be liable for either your part or the whole of the obligation, should be included in your calculations at 100% of the amount owed.

Example: You owe \$15,000 to a bank for student loans, \$5,000 for credit card debts, and \$60,000 (with spouse) to a savings and loan for a home mortgage. Your home (owned by you and your spouse) is worth \$80,000 and your other property is worth \$20,000. Since your net worth is \$20,000 (\$100,000 minus \$80,000), you must report only the name and address of the savings and loan.

### **PART F — INTERESTS IN SPECIFIED BUSINESSES**

[Required by s. 112.3145, F.S.]

The types of businesses covered in this disclosure include: state and federally chartered banks; state and federal savings and loan associations; cemetery companies; insurance companies; mortgage companies; credit unions; small loan companies; alcoholic beverage licensees; pari-mutuel wagering companies, utility companies, entities controlled by the Public Service Commission; and entities granted a franchise to operate by either a city or a county government.

Disclose in this part the fact that you owned during the disclosure period an interest in, or held any of certain positions with, the types of businesses listed above. You are required to make this disclosure if you own or owned (either directly or indirectly in the form of an equitable or beneficial interest) at any time during the disclosure period more than 5% of the total assets or capital stock of one of the types of business entities listed above. You also must complete this part of the form for each of these types of businesses for which you are, or were at any time during the disclosure period, an officer, director, partner, proprietor, or agent (other than a resident agent solely for service of process).

If you have or held such a position or ownership interest in one of these types of businesses, list the name of the business, its address and principal business activity, and the position held with the business (if any). If you own(ed) more than a 5% interest in the business, indicate that fact and describe the nature of your interest.

### **PART G — TRAINING CERTIFICATION**

[Required by s. 112.3142, F.S.]

If you are a Constitutional or elected municipal officer whose service began before March 31 of the year for which you are filing, you are required to complete four hours of ethics training which addresses Article II, Section 8 of the Florida Constitution, the Code of Ethics for Public Officers and Employees, and the public records and open meetings laws of the state. You are required to certify on this form that you have taken such training.

**(End of Percentage Thresholds Instructions.)**

# EXHIBIT 10

RESOLUTION 2018-03

A RESOLUTION DESIGNATING OFFICERS OF THE  
AVALON GROVES COMMUNITY DEVELOPMENT  
DISTRICT

WHEREAS, the Board of Supervisors of the Avalon Groves Community Development District at the meeting held on April 26, 2018 desires to appoint the below recited persons to the offices specified.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF  
SUPERVISORS OF AVALON GROVES COMMUNITY  
DEVELOPMENT DISTRICT:

1. The following persons were appointed to the offices shown, to wit:

_____	Chairman
_____	Vice Chairman
<u>Patricia Comings-Thibault</u>	Secretary
<u>Patricia Comings-Thibault</u>	Treasurer
<u>Maik Aagaard</u>	Assistant Treasurer
_____	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary
<u>Janet Johns</u>	Assistant Secretary

2. That this resolution supersedes all previous resolutions and motions designating, electing or appointing officers adopted by the Board of Supervisors of the Avalon Groves Community Development District and are hereby declared null and void.

Adopted this 26th day of April, 2018.

Avalon Groves Community Development District

\_\_\_\_\_  
Chairman  
\_\_\_\_\_