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MINUTES OF MEETING
AVALON GROVES
COMMUNITY DEVELOPMENT DISTRICT

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The Regular Meeting of the Board of Supervisors of the Avalon Groves Community Development District was held on Thursday, November 22, 2016 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
Brad Walker	Board Supervisor, Assistant Secretary

Also present were:

Patricia Comings-Thibault	District Manager
Gary Miller	District Engineer (*via phone*)
Alyssa Wilson	Hopping, Green & Sams (*via phone*)

SECOND ORDER OF BUSINESS – Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS – Administrative Matters

    A.   **Approval of Minutes of October 27, 2016 Meeting Minutes**

Ms. Comings-Thibault presented the Minutes of the October 27, 2016 Meeting Minutes and asked for comments, questions or corrections.

> On a MOTION by Mr. Harvey, SECONDED by Mr. Meath, WITH ALL IN FAVOR, the Board approved the Minutes of the Meeting held on October 27, 2016 for the Avalon Groves Community Development District.

FOURTH ORDER OF BUSINESS – Business Items

    A.   **Approval of Project Manual – Serenoa, Phase 1A**

Ms. Comings-Thibault presented the Project Manual – Serenoa, Phase 1A and asked for comments or questions.

Discussion ensued.

> On a MOTION by Mr. Harvey, SECONDED by Mr. Meath, WITH ALL IN FAVOR, the Board approved the Project Manual – Serenoa, Phase 1A for the Avalon Groves Community Development District.

41 **B.** **Consideration of the Evaluation Criteria**

42 Ms. Wilson recommended the following Evaluation Criteria:

43 ➤ Personnel 5 Points
44 ➤ Experience 15 Points
45 ➤ Understanding Scope of Work 10 Points
46 ➤ Financial Capability 10 Points
47 ➤ Geographic Location 10 Points
48 ➤ Schedule 25 Points
49 ➤ Price 25 Points*
50 ➤ TOTAL POINTS 100 Points

51 *15 points of the 25 points would be awarded to the proposer submitting the lowest cost proposal,
52 and all other proposals would receive a percentage of this amount, based upon the difference between the
53 proposer's bid and the low proposer. The other 10 points of the 25 points would be for the reasonable
54 debt of the unit prices and balance of the proposer.

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56 On a MOTION by Mr. Harvey, SECONDED by Mr. Walker, WITH ALL IN FAVOR, the Board
57 approved the Evaluation Criteria, and authorization to issue an RFP using the adopted criteria as
58 recommended by District Counsel, for the Avalon Groves Community Development District.

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

61 **A.** **Manager**

62 There being none, next item followed.

63 **B.** **Attorney**

64 There being none, next item followed.

65 **C.** **Engineer**

66 There being none, next item followed.

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

68 There being none, next item followed.

69 **SEVENTH ORDER OF BUSINESS – Adjournment**

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71 On a MOTION by Mr. Meath, SECONDED by Mr. Walker, WITH ALL IN FAVOR, the Board
72 adjourned the meeting for the Avalon Groves Community Development District.

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

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85 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
86 **meeting held on** _____2/22/2016_____ .
87
88 _____   _____
89 **Signature**   **Signature**
90
91 Patricia Coming Thibault   James P Harvey
92 **Printed Name**   **Printed Name**
93 **Title:** ☑ **Secretary**   ☐ **Assistant Secretary**   **Title:** ☐ **Chairman**   ☐ **Vice Chairman**