

1 **MINUTES OF MEETING**

2 **AVALON GROVES**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting of the Board of Supervisors of the Avalon Groves Community
5 Development District was held on Thursday, December 28, 2023 at 10:00 a.m., at the Serenoa
6 Club Amenity Center, 17555 Sawgrass Bay Blvd., Clermont, Florida 34714. The actions taken
7 are summarized as follows:

8 **FIRST ORDER OF BUSINESS: Roll Call**

9 Mr. Darin called the meeting to order and conducted roll call.

10 Present and constituting a quorum were:

11	William Tyler Flint (S4)	Board Supervisor, Chair
12	Eugene Mastrangeli (S5)	Board Supervisor, Vice Chair
13	Robert Wolski (S2)	Board Supervisor, Assistant Secretary
14	Michael Aube (S3)	Board Supervisor, Assistant Secretary

15 Also present were:

16	Kyle Darin	District Manager, Vesta District Services
17	Bennet Davenport	District Counsel, Kutak Rock LLP
18	Greg Woodcock (<i>via Teams</i>)	District Engineer, Stantec
19	Carl Weston	Resident appointed to Board Supervisor, Assistant 20 Secretary
21	John Holden	Resident
22	Brad Jermer	Resident
23	David Landry LCAM	FirstService Residential (Serenoa POA)

24 **SECOND ORDER OF BUSINESS: Audience Comments – Agenda Items** (*Limited to*
25 *3 minutes per individual for agenda items.*)

26 Mr. Holden introduced himself to the Board as a Supervisor candidate.

27 **THIRD ORDER OF BUSINESS: Supervisor Appointment**

28 A. Exhibit 1: Discussion on Seat 1 Candidates

29 Mr. Darin provided an overview of the process. Supervisors discussed the
30 process and candidates.

31 Candidates were given the opportunity to address the Board.

32 On a MOTION by Mr. Wolski, SECONDED by Mr. Mastrangeli, WITH ALL IN FAVOR, the
33 Board appointed Carl Weston to Board of Supervisors Seat 1, for Avalon Groves Community
34 Development District.

35 1. Exhibit 2: Oath of Office

36 Mr. Weston took the Oath of Office.

37 2. Review of Sunshine and Public Records Laws

38 Mr. Davenport discussed the Sunshine and Public Records laws. The
39 Supervisor 101 presentation will be scheduled for the February meeting.

40 B. Exhibit 3 Consideration and Adoption of **Resolution 2024-02, Designating**
41 **Officers**

42 Board consensus was to retain officers as previously designated (Mr. Flint as
43 Chair, Mr. Mastrangeli as Vice Chair) and add Mr. Weston as Assistant
44 Supervisor.

45 On a MOTION by Mr. Aube, SECONDED by Mr. Wolski, WITH ALL IN FAVOR, the Board
46 adopted Resolution 2024-02, Designating Officers, for Avalon Groves Community Development
47 District.

48 **FOURTH ORDER OF BUSINESS: Staff Reports**

49 A. District Engineer – *Greg Woodcock, Stantec*

50 Mr. Woodcock confirmed Master documents were received and a summary of the
51 documents will be provided for the meeting.

- 52 1. Update on Master Development Plan Review
- 53 2. Traffic Study and Sawgrass Bay Blvd Planning
- 54 3. Village 2 Mailbox Location Factors
- 55 4. Responsible Party for the Commercial Section Stormwater System
56 Maintenance

57 Based on the permit the commercial area pond should be maintained by
58 the owner-developer of the commercial lot. The commercial stormwater
59 system is governed by the same State regulations as those governing the
60 CDD's stormwater system.

61 5. Exhibit 4: Review of Easement Survey

62 Some fences were found to be located within the easement areas and are
63 considered not being in compliance. The CDD owns a utility within an
64 easement – generally a stormwater pipe. If there was ever any repairs
65 required for the pipes, then the fence would have to be removed. Mr.
66 Woodcock suggested an encroachment agreement be implemented with
67 each of the homeowners. There are a couple of areas where two fences
68 abut each other and block the entire access to the pond via that easement.
69 Mr. Woodcock recommended the Board implement the same procedure
70 for all encroachments. Some CDD's do not allow fences at all, others
71 allow fencing but require a 10' access gate at the front and rear of the
72 easement. The HOA should be sending fence requests that encroach CDD
73 easements to the CDD for approval. Some CDDs charge an application
74 fee because District Engineer has to review the application and District
75 Counsel has to draw up the agreement and file it.

- 76 Discussion followed regarding owner notification of easements by
77 builders and fence installers. Mr. Woodcock discussed updating the
78 maintenance map to show blocked easements and redistribution of the
79 map. Mr. Davenport suggested that District Counsel could send a letter to
80 residents regarding the easement encroachments and provide them with
81 information on an encroachment agreement. Board consensus was to
82 provide the residents with education regarding the easements prior to any
83 letters being sent out. Mr. Woodcock suggested waiting until the
84 maintenance map is updated. Further discussion on this item was
85 postponed until the February meeting.
- 86 B. District Counsel – *Bennett Davenport, Kutak Rock*
- 87 1. Discussion on Easement Encroachment Agreements
- 88 The Board had no questions or action requests for District Counsel.
- 89 C. District Manager – *Kyle Darin, Vesta District Services*
- 90 1. Exhibit 5: Field Report – *Vesta District Services*
- 91 Mr. Darin presented the Field Report. He will follow up with the
92 landscape vendor regarding the Palms entrance median vegetation removal
93 and the arborist report for the tree removals.
- 94 2. Update on Insurance Carrier Recommendations for Wildlife Signs
- 95 The insurance carrier requested an opportunity to complete a site visit.
96 The Board had no objections.
- 97 3. Exhibit 6: Aquatic Maintenance Report – *Steadfast Environmental*
- 98 The Board had no questions or action items for the aquatic maintenance
99 vendor.
- 100 4. Exhibit 7: Landscape Maintenance Report – *Down To Earth*
- 101 Mr. Bismark was unable to attend or call into the meeting. Items under
102 Landscape Maintenance Report will be added to the next month's agenda.
- 103 a. Discussion on Options for Butterfly Pea Court Island
- 104 Parking around the island was discussed.
- 105 b. Consideration of Arborist Report Proposal as Required for Lake
106 County Tree Removal Exemption Form Submission
- 107 D. Serenoa POA Amenity Manager
- 108 Mr. Landry was unable to attend or call into the meeting.
- 109 E. Palms at Serenoa HOA Amenity Manager
- 110 Ms. Bernard was unable to attend or call into the meeting. Mr. Wolski provided
111 an update on HOA activities.

112 **FIFTH ORDER OF BUSINESS: Business Matters**

- 113 A. Exhibit 8: Discussion on Adopting a Parking and Parking Enforcement Policy
- 114 Mr. Darin and Mr. Davenport provided an overview of parking policy and
- 115 enforcement options for CDD property. Lake County would need to be contacted
- 116 regarding enforcement options on Lake County roads. An enforcement
- 117 agreement could be drawn up with the HOA.
- 118 B. Exhibit 9: Consideration and Adoption of **Resolution 2024-03, Setting Public**
- 119 **Hearing on Parking and Parking Enforcement Policy Adoption on March 28,**
- 120 **2024**

121 On a MOTION by Mr. Aube, SECONDED by Mr. Flint, WITH ALL IN FAVOR, the Board

122 adopted Resolution 2024-03, Setting Public Hearing on Parking and Parking Enforcement Policy

123 Adoption for March 28, 2024, for Avalon Groves Community Development District.

124 **SIXTH ORDER OF BUSINESS: Consent Agenda**

- 125 A. Exhibit 10: Consideration and Approval of the Minutes of the Board of
- 126 Supervisors Regular Meeting Held November 16, 2023
- 127 B. Exhibit 11: Consideration and Acceptance of the November 2023 Unaudited
- 128 Financial Report
- 129 C. Exhibit 12: Consideration and Acceptance of the FY 2022 Audited Financial
- 130 Statement
- 131 D. Exhibit 13 Acceptance of Additional Revenues from Lake County Tax Collector

132 On a MOTION by Mr. Aube, SECONDED by Mr. Wolski, WITH ALL IN FAVOR, the Board

133 approved the Consent Agenda – items A-D as presented, for Avalon Groves Community

134 Development District.

135 **SEVENTH ORDER OF BUSINESS: Audience Comments – New Business** *(Limited to*

136 *3 minutes per individual for non-agenda items)*

137 Comments were heard on the proposed parking policy and the commercial stormwater

138 system.

139 **EIGHTH ORDER OF BUSINESS: Supervisor Requests** *(Includes Next Meeting*

140 *Agenda Item Requests)*

141 Mr. Aube requested District Counsel to present a contract overview and the creation of a

142 mechanism to communicate CDD information to residents via the HOA. He thanked

143 Kutak Rock for sending out the Tallahassee updates to the Supervisors.

144 **NINTH ORDER OF BUSINESS: Exhibit 13: Action Items Summary**

- 145 District Counsel
- 146 • Present contract overview at January meeting.
 - 147 • Present Supervisor 101 at February meeting.

148 District Manager

149 • Coordinate communication of encroachment letters and what they mean to
150 resident base through HOA.

151 • Add Supervisor input on parking policy to January agenda.

152 Down To Earth

153 • Provide arborists report and at-risk tree report.

154 • Provide proposals asked for in the November meeting.

155 **TENTH ORDER OF BUSINESS: Next meeting Quorum Check**

156 *The Avalon Groves meeting is scheduled for January 25, 2024 at 10 a.m. at Serenoa Club*
157 *Amenity Center, 17555 Sawgrass Bay Blvd., Clermont, FL 34714.*

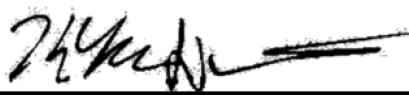
158 Excluding Mr. Wolski, all Supervisors present expressed their intent to attend the January
159 meeting in person.

160 **ELEVENTH ORDER OF BUSINESS: Adjournment**

161 On a MOTION by Mr. Wolski, SECONDED by Mr. Flint, WITH ALL IN FAVOR, the Board
162 adjourned at 11:17 a.m., for Avalon Groves Community Development District.

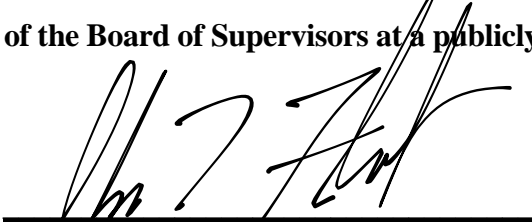
163 **Each person who decides to appeal any decision made by the Board with respect to any matter*
164 *considered at the meeting is advised that person may need to ensure that a verbatim record of the*
165 *proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

166 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly**
167 **noticed meeting held on January 25, 2024.**

168 

169 Kyle Darin, Secretary

170 _____, Assistant Secretary



William Tyler Flint, Chair

Eugene Mastrangeli, Vice Chair