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

A Regular Meeting of the Board of Supervisors of the Avalon Groves Community Development District was held on Thursday, April 28, 2016 at 11:30 a.m. at the Cagan Crossing Community Library, 16729 Cagan Oaks, Clermont, Florida 34714.

FIRST ORDER OF BUSINESS – Roll Call

Ms. Patricia Comings-Thibault called the meeting to order.

Present and constituting a quorum were:

James Harvey	Board Supervisor, Chairman
Greg Meath	Board Supervisor, Vice Chairman
Brad Walker	Board Supervisor, Assistant Secretary
David Langhout	Board Supervisor, Assistant Secretary

Also present were:

Patricia Comings-Thibault	District Manager
Roy Van Wyk	District Counsel
Alyssa Willson	District Counsel
Stephen Sanford	Greenberg Traurig (via telephone)
Tim Plate	District Engineer (via telephone)

Pledge of Allegiance

ORGANIZATIONAL MEETING

1. Call to Order

2. Public Comment Period

There being none, next item followed.

3. Oath of Office for Supervisors

Ms. Comings-Thibault stated she had a signed Oath of Office Form from David Langhout, Greg Meath and Brad Walker and asked Mr. Harvey to read and sign. She also notified the supervisors that they were entitled to compensation of \$200 per meeting and asked whether they would like to receive or waive compensation.

Mr. Langhout, Mr. Walker, Mr. Meath and Mr. Harvey declined compensation.

4. Review of Chapter 190, Florida Statutes

Ms. Willson explained Chapter 190, Florida Statutes and asked for comments or questions.

5. Review of Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees (under separate cover to be distributed by Hopping Green & Sams)

Ms. Willson explained the Sunshine Law and Code of Ethics and asked for comments or questions.

6. Administrative Resolutions

A. Consideration of Resolution 2016-1 Appoint Chairman, Vice Chairman, Treasurer, Assistant Treasurer and Assistant Secretary

42 Ms. Comings-Thibault presented Resolution 2016-1 Appoint Chairman, Vice Chairman,
43 Treasurer, and Assistant Secretary and asked for comments or questions.

44 Discussion ensued.

45 *Chairman:*

46 Nominate: James Harvey

47 *Vice Chairman:*

48 Nominate: Greg Meath

49 *Assistant Secretary:*

50 Nominate: David Langhout

51 *Assistant Secretary:*

52 Nominate: Troy Simpson

53 *Assistant Secretary:*

54 Nominate: Brad Walker

55 *Secretary/Treasurer:* Patricia Comings-Thibault

56 *Assistant Treasurer:* Mike Aagaard

57 *Assistant Secretaries:* Carolyn Stewart and Janet Johns

58 On a MOTION by Mr. Harvey, SECONDED by Mr. Meath, WITH ALL IN FAVOR, the Board adopted
59 Resolution **2016-1** Appointing Mr. Harvey as Chairman, Mr. Meath as Vice Chairman, Mr. Langhout,
60 Mr. Simpson, and Mr. Walker as Assistant Secretaries, Patricia Comings-Thibault as Secretary/Treasurer,
61 Mr. Aagaard as Assistant Treasurer, and Carolyn Stewart and Janet Johns as Assistant Secretaries for the
2 Avalon Groves Community Development District.

63

64 **B. Consideration of Resolution 2016-2 Appointing DPFG as the District**
65 **Manager**

66 1. District Management Agreement and Resolution

67 Ms. Comings-Thibault presented the District Management Agreement and Resolution
68 and asked for comments or questions.

69 On a MOTION by Mr. Harvey, SECONDED by Mr. Meath, WITH ALL IN FAVOR, the Board adopted
70 Resolution **2016-2** Appointing DPFG as the District Manager for the Avalon Groves Community
71 Development District.

72

73 **C. Consideration of Resolution 2016-3 Appoint Secretary – Patricia Comings-**
74 **Thibault**

75 Ms. Comings-Thibault presented Resolution 2016-3 Appoint Secretary – Patricia
76 Comings-Thibault and asked for comments or questions.

77 On a MOTION by Mr. Harvey, SECONDED by Mr. Langhout, WITH ALL IN FAVOR, the Board
78 adopted Resolution **2016-3** Appoint Secretary – Patricia Comings-Thibault for the Avalon Groves
79 Community Development District.

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83 **D. Consideration Resolution 2016-4 Appoint District Counsel – Hopping Green &**
84 **Sams**

85 Ms. Comings-Thibault presented Resolution 2016-4 Appoint District Counsel and asked
86 for comments or questions.

87 On a MOTION by Mr. Harvey, SECONDED by Mr. Walker, WITH ALL IN FAVOR, the Board adopted
88 Resolution **2016-4** Appoint District Counsel – Hopping Green & Sams for the Avalon Groves
89 Community Development District.

90
91 **E. Consideration Resolution 2016-5 Designate Registered Agent and Registered**
92 **Office**

93 Ms. Comings-Thibault presented Resolution 2016-5 Designate Registered Agent and
94 Registered Office – Hopping Green & Sams, 119 South Monroe, Tallahassee, Florida and asked for
95 comments or questions.

96 On a MOTION by Mr. Harvey, SECONDED by Mr. Langhout, WITH ALL IN FAVOR, the Board
97 adopted Resolution **2016-5** Designate Registered Agent and Registered Office as Hopping Green & Sams,
98 119 South Monroe, Tallahassee, Florida for the Avalon Groves Community Development District.

99
100 **F. Consideration of Resolution 2016-6 Designate Local District Records Office**

101 Ms. Comings-Thibault presented Resolution 2016-6 Designate Local District Records
102 Office as the City of Tavares in Lake County, Florida and asked for comments or questions.

103 On a MOTION by Mr. Harvey, SECONDED by Mr. Langhout, WITH ALL IN FAVOR, the Board
104 adopted Resolution **2016-6** Designate Local District Records Office as the City of Tavares in Lake
105 County, Florida for the Avalon Groves Community Development District.

106
107 **G. Consideration of Resolution 2016-7 Designating Public Comment Period**

108 Ms. Comings-Thibault presented Resolution 2016-7 Designating Public Comment Period
109 and asked for comments or questions.

110 On a MOTION by Mr. Harvey, SECONDED by Mr. Meath, WITH ALL IN FAVOR, the Board adopted
111 Resolution **2016-7** Designating Public Comment Period for the Avalon Groves Community Development
112 District.

113
114 **7. Organizational Resolutions**

115 **A. Consideration of Resolution 2016-8 Consideration of Travel Reimbursement**
116 **Policy**

117 Ms. Comings-Thibault presented Resolution 2016-8 Consideration of Travel Reimbursement
118 Policy and asked for comments or questions.

119 On a MOTION by Mr. Harvey, SECONDED by Mr. Walker, WITH ALL IN FAVOR, the Board adopted
120 Resolution **2016-8** Consideration of Travel Reimbursement Policy for the Avalon Groves Community
121 Development District.

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126 **B. Consideration of Resolution 2016-9 Setting Forth District Policy for Legal**
127 **Defense of Board Members and Officers, and other District Staff Members**

128 Ms. Comings-Thibault presented Resolution 2016-9 Setting Forth District Policy for

129 Legal Defense of Board members and Officer, and other District Staff Members and asked for comments
130 or questions.

131 On a MOTION by Mr. Harvey, SECONDED by Mr. Langhout, WITH ALL IN FAVOR, the Board
132 adopted Resolution **2016-9** Setting Forth District Policy for Legal Defense of Board Members and
133 Officers, and other District Staff Members for the Avalon Groves Community Development District.

134
135 **1. Authorization to Obtain Public Officers Liability**
136 **Insurance**

137 Ms. Comings-Thibault presented Authorization to Obtain Public Officers Liability

138 Insurance and asked for comments or questions.

139 On a MOTION by Mr. Harvey, SECONDED by Mr. Meath, WITH ALL IN FAVOR, the Board agreed
140 to Obtain Public Officers Liability Insurance for the Avalon Groves Community Development District.

141
142 **C. Consideration of Resolution 2016-10 Authorizing the Filing of Notice of**
143 **Establishment**

144 Ms. Comings-Thibault presented Resolution 2016-10 Authorizing the Filing of Notice of

145 Establishment and asked for comments or questions.

146 On a MOTION by Mr. Harvey, SECONDED by Mr. Langhout, WITH ALL IN FAVOR, the Board
147 adopted Resolution **2016-10** Authorizing the Filing of Notice of Establishment for the Avalon Groves
148 Community Development District.

149
150 **D. Consideration of Resolution 2016-11 Adopting Records Retention Schedule**
151 **and Providing for the Appointment of a Records Management Liaison**
152 **Officer, an Employee of the District Manager**

153 Ms. Comings-Thibault presented Resolution 2016-11 Adopting Records Retention

154 Schedule and Providing for the Appointment of a Records Management Liaison Officer, an Employee of
155 the District Manager, and asked for comments or questions.

156 On a MOTION by Mr. Harvey, SECONDED by Mr. Langhout, WITH ALL IN FAVOR, the Board
157 adopted Resolution **2016-11** Adopting Records Retention Schedule and Providing for the Appointment of
158 a Records Management Liaison Officer, an Employee of the District Manager, for the Avalon Groves
159 Community Development District.

160
161 **E. Consideration of Retention of Interim Engineer**

162 Ms. Comings-Thibault presented Retention of Interim Engineer and asked for comments
163 or questions.

164 Discussion ensued. Tim Plate and Gary Miller will be the interim Engineers.

165 On a MOTION by Mr. Harvey, SECONDED by Mr. Meath, WITH ALL IN FAVOR, the Board agreed
166 to Heidt Design as Interim Engineer, and Services shall not exceed \$25,000 under this Contract for the
167 Avalon Groves Community Development District.

168
169 **F. Authorize the Issuance of an RFQ for District Engineer**

170 This item was tabled.

71 **8. Designation of Meeting and Hearing Dates Resolutions**

172 **A. Consideration of Establishment of Audit Committee**

173 Ms. Comings-Thibault presented Establishment of Audit Committee and asked for
174 comments or questions.

175 Discussion ensued. The sitting Board shall be the members of the Audit Committee.

176 On a MOTION by Mr. Harvey, SECONDED by Mr. Langhout, WITH ALL IN FAVOR, the Board
177 agreed that the sitting Board shall be members of the Audit Committee for the Avalon Groves
178 Community Development District.

179
180 **B. Designate Regular Meeting Dates, Time and Location**

181 Ms. Comings-Thibault presented Regular Meeting Dates, Time and Location and asked
182 for comments or questions.

183 Discussion ensued.

184 On a MOTION by Mr. Harvey, SECONDED by Mr. Meath, WITH ALL IN FAVOR, the Board agreed
185 to meet on the last Thursday of every Month at 11:30 a.m. at the Cagan Crossing Library, Lake County,
186 Florida for the Avalon Groves Community Development District.

187
188 **C. Consideration of Resolution 2016-12 Consideration of Proposed Budget for**
189 **FY 2015/2016 and FY 2016/2017 for submission to County and City, and Set**
190 **Date, Time, and Place for Public Hearing**

1 Ms. Comings Thibault presented Resolution 2016-12 Consideration of Proposed Budget
192 for FY 2015/2016 and FY 2016/2017 for Submission to County and City, and Set Date, Time, and Place
193 for the Public Hearing, and asked for comments or questions.

194 Discussion ensued.

195 On a MOTION by Mr. Harvey, SECONDED by Mr. Walker, WITH ALL IN FAVOR, the Board adopted
196 Resolution **2016-12** Proposed Budget for FY 2015/2016 and FY 2016/2017 for Submission to the County
197 and City, and Set Date, Time, and Place for the Public Hearing to be held on August 25, 2016 at 11:30
198 a.m. at the Cagan Crossings Library, 16729 Cagan Oaks, Clermont, Florida for the Avalon Groves
199 Community Development District.

200
201 **1. Consideration of FY Funding Agreement**

202 Ms. Comings-Thibault presented FY Funding Agreement and asked for comments or
203 questions.

204 Discussion ensued.

205 On a MOTION by Mr. Harvey, SECONDED by Mr. Meath, WITH ALL IN FAVOR, the Board
206 approved the FY Funding Agreement in substantial form and subject to District Counsel sign off, for the
207 Avalon Groves Community Development District.

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211 **D. Consideration of Resolution 2016-13 Set Date, Time and Place, and**
212 **Authorize Publication of Notice of Public Hearing on Rules of Procedure**
213 Ms. Comings-Thibault presented Resolution 2016-13 Set Date, Time and Place, and
214 Authorize Publication of Notice of Public Hearing on Rules of Procedure and asked for comments or
215 questions.

216 On a MOTION by Mr. Harvey, SECONDED by Mr. Meath, WITH ALL IN FAVOR, the Board adopted
217 Resolution **2016-13** Set Date, Time and Place and Authorize Publication of Notice of Public Hearing on
218 Rules of Procedure for August 25, 2016 at 11:30 a.m. at the Cagan Crossings Library, 16729 Cagan Oaks,
219 Clermont, Florida for the Avalon Groves Community Development District.

220
221 **E. Consideration of Resolution 2016-14 Set Date, Time and Location and**
222 **Authorize Publication of Notice of Public Hearing on Uniform Method of**
223 **Collection**
224 Ms. Comings-Thibault presented Resolution 2016-14 Set Date, Time and Location and
225 Authorize Publication of Notice of Public Hearing on Uniform Method of Collection and asked for
226 comments or questions.

227 On a MOTION by Mr. Harvey, SECONDED by Mr. Walker, WITH ALL IN FAVOR, the Board adopted
228 Resolution **2016-14** Set Date, Time and Location and Authorize Publication of Notice of Public Hearing
229 on Uniform Method of Collection for August 25, 2016 at 11:30 a.m. at the Cagan Crossings Library,
230 16729 Cagan Oaks, Clermont, Florida for the Avalon Groves Community Development District.

231
232 **F. Consideration of Resolution 2016-15 Set Date, Time and Location and**
233 **Authorize Publication of Notice of Landowners Meeting**
234 Ms. Comings-Thibault presented Resolution 2016-15 Set Date, Time and Location and
235 Authorize Publication of Notice of Landowners Meeting and asked for comments or questions.

236 On a MOTION by Mr. Harvey, SECONDED by Mr. Meath, WITH ALL IN FAVOR, the Board adopted
237 Resolution **2016-15** Set Date, Time and Location and Authorize Publication of Notice of Landowners
238 Meeting for June 23, 2016 at 11:30 a.m. at the Cagan Crossings Library, 16729 Cagan Oaks, Clermont,
239 Florida for the Avalon Groves Community Development District.

240
241 **9. Resolutions Relating to Banking**

242 **A. Consideration of Resolution 2016-16 Select District Depository**
243 Ms. Comings-Thibault presented Resolution 2016-16 Select District Depository and
244 asked for comments or questions.

245 Discussion ensued. The Board selected Bank United.

246 On a MOTION by Mr. Harvey, SECONDED by Mr. Walker, WITH ALL IN FAVOR, the Board adopted
247 Resolution **2016-16** Select District Depository and Selected Bank United for the Avalon Groves
248 Community Development District.

249
250 **B. Consideration of Resolution 2016-17 Authorize Bank Account Signatories**
251 Ms. Comings-Thibault presented Resolution 2016-17 Authorize Bank Account
252 Signatories and asked for comments or questions.

253 On a MOTION by Mr. Harvey, SECONDED by Mr. Meath, WITH ALL IN FAVOR, the Board adopted
54 Resolution **2016-17** Authorize Bank Account Signatories and authorized Ms. Comings-Thibault as
255 Treasurer and Mr. Aagaard as Assistant Treasurer for the Avalon Groves Community Development
256 District.

257
258 **C. Consideration of Resolution 2016-18 Approve Disbursement for Expenses**
259 Ms. Comings-Thibault presented Resolution 2016-18 Approve Disbursement for

260 Expenses and asked for comments or questions.

261 On a MOTION by Mr. Langhout, SECONDED by Mr. Harvey, WITH ALL IN FAVOR, the Board
262 adopted Resolution **2016-18** Approve Disbursement for Expenses for the Avalon Groves Community
263 Development District.

264
265 **10. Consideration of Funding and Expense Issues**

266 **A. Consideration of Funding \$17,120 Request**

267 Ms. Comings-Thibault presented Funding \$17,120 Request and asked for comments or
268 questions.

269 On a MOTION by Mr. Harvey, SECONDED by Mr. Langhout, WITH ALL IN FAVOR, the Board
270 approved the Funding \$17,120 Request for the Avalon Groves Community Development District.

271
272 **11. Consideration of Bond Issuance Matters**

273 **A. Appointment of Financing Team**

274 **1. Consideration of Financing Team Funding Agreement**

275 Ms. Comings-Thibault presented the Financing Team Funding Agreement and asked for
276 comments or questions.

277 On a MOTION by Mr. Harvey, SECONDED by Mr. Langhout, WITH ALL IN FAVOR, the Board
278 approved the Agreement between Avalon Groves CDD and Kolter Acquisitions to Support the Bond
279 Financing Team Funding for the Avalon Groves Community Development District.

280
281 **2. Consideration of Appointing Bond Counsel**

282 Ms. Comings-Thibault presented Appointing Bond Counsel and asked for comments or
283 questions.

284 Discussion ensued. The Board appointed Greenberg Traurig.

285 On a MOTION by Mr. Harvey, SECONDED by Mr. Langhout, WITH ALL IN FAVOR, the Board
286 approved appointing Greenberg Traurig as Bond Counsel for the Avalon Groves Community
287 Development District.

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297 **3. Consideration of Appointing FMS Bonds for Underwriter Services**
98 **& G-17 Disclosure**
99 Ms. Comings-Thibault presented Appointing FMS Bonds for Underwriter Services and
300 G-17 Disclosure.

301 On a MOTION by Mr. Langhout, SECONDED by Mr. Meath, WITH ALL IN FAVOR, the Board
302 approved appointing FMS Bonds for Underwriter Services & G-17 Disclosure for the Avalon Groves
303 Community Development District.

304 **4. Consideration of Selection of Trustee Regions Bank**
305 Ms. Comings-Thibault presented Selection of Trustee Regions Bank and asked for
306 comments or questions.

308 On a MOTION by Mr. Harvey, SECONDED by Mr. Langhout, WITH ALL IN FAVOR, the Board
309 approved selecting Trustee Regions Bank for the Avalon Groves Community Development District.

310 **B. Consideration of Engineer's Report**
311 Mr. Plate presented a Preliminary Engineer's Report and asked for comments or
312 questions.

314 Discussion ensued.

315 On a MOTION by Mr. Harvey, SECONDED by Mr. Meath, WITH ALL IN FAVOR, the Board
316 approved the Preliminary Engineer's Report for the Avalon Groves Community Development District.

317 **C. Consideration of Assessment Methodology**
8 This item was tabled.

319 **D. Consideration of Resolution 2016-19 Declaring Special Assessments**
320 This item was tabled.

321 **E. Consideration of Resolution 2016-20 Setting the Public Hearing on Special**
322 **Assessments**
323 This item was tabled.

324 **F. Consideration of Resolution 2016-21 Authorizing the Issuance of Bonds,**
325 **Approving the Form of an Indenture, and Authorizing the Commencement**
326 **of Validation Proceedings**
327 Mr. Sanford gave an overview of Resolution 2016-21 Authorizing the Issuance of Bonds,
328 Approving the Form of an Indenture, and Authorizing the Commencement of Validation Proceedings and
329 asked for comments or questions.

330 On a MOTION by Mr. Harvey, SECONDED by Mr. Meath, WITH ALL IN FAVOR, the Board adopted
331 Resolution **2016-21** Authorizing the Issuance of Bonds, Approving the Form of an Indenture, and
332 Authorizing the Commencement of Validation Proceedings for the Avalon Groves Community
333 Development District.

334 **12. Staff Reports**
335 **A. Manager**
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339 There being none, next item followed.

340 **B. Attorney**
341 There being none, the next item followed.

342 **C. Engineer**
343 There being none, the next item followed.

344 **13. Supervisor Requests and Public Comments**
345 There being none, the next item followed.

346 **14. Adjournment**

347 On a MOTION by Mr. Meath, SECONDED by Mr. Walker, WITH ALL IN FAVOR, the Board agreed
348 to adjourn the Board of Supervisors meeting for the Avalon Groves Community Development District.
349

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

353 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
354 **meeting held on _____.**

355
356
357 _____
358 **Signature**

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360 _____
361 **Printed Name**
362 **Title:** Secretary Assistant Secretary
363

355
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357 _____
358 **Signature**

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360 _____
361 **Printed Name**
362 **Title:** Chairman Vice Chairman
363