

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 Development
5 District was held on Thursday, February 24, 2022 at 11:30 a.m., at the Avalon Groves Amenity Center,
6 17555 Sawgrass Bay Blvd., Clermont, Florida 34714, with Zoom Conference Call available.

7 **FIRST ORDER OF BUSINESS – Roll Call**

8 Mr. Krause called the meeting to order and conducted roll call.

9 Present and constituting a quorum were:

10 Candice Smith	Board Supervisor, Vice Chairwoman
11 Brad Walker	Board Supervisor, Assistant Secretary
12 Jon Seifel	Board Supervisor, Assistant Secretary

13 Also present were:

14 Larry Krause	District Manager, DPGF Management and Consulting
15 Shirley Conley <i>(via phone)</i>	DPGF Management and Consulting
16 Jere Earlywine <i>(via phone)</i>	District Counsel, KE Law
17 Tim Plate <i>(via phone)</i>	District Engineer, Heidt Engineers
18 Kyla Semino	Amenity Manager, Evergreen Lifestyles
19 Steve Sanford	Greenberg Traurig LLP
20 Dana Bryant	Yellowstone
21 Trevor Nemis	Vice President, HOA
22 Sherri Johnson	Resident
23 Lori Hinsley	Resident
24 Peter Martinez	Resident
25 Frank Losa	Resident
26 Geralin Polson	Resident

27 *The following is a summary of the discussions and actions taken at the February 24, 2022 Avalon Groves*
28 *CDD Board of Supervisors regular meeting.*

29 **SECOND ORDER OF BUSINESS – Audience Comments**

30 Ms. Smith and Mr. Krause answered multiple questions from Ms. Johnson.

31 Ms. Hinsley asked how items come to be on the agenda. Mr. Krause explained that requests could
32 be made through District Management.

33 Mr. Martinez inquired about paying off a bond. Mr. Krause indicated that he would speak with Mr.
34 Martinez about this matter outside of the meeting.

35 **THIRD ORDER OF BUSINESS – Administrative Matters**

36 A. Exhibit 1: Steadfast Environmental – Waterway Inspection

37 Ms. Smith stated that she would like for Steadfast to inspect Pond 1 after the reconstruction process
38 had been completed and suggested adding additional ponds to Steadfast’s scope of work.

39 B. Exhibit 2: DPGF Field Inspection Report

40 Ms. Smith noted that the physical area at the Amenity Center and dog park were owned by HOA
41 while the tot lot was owned by the CDD. She added that she would like to have proposals to stain

42 the entry monuments. Mr. Krause indicated that staff was already in the process of looking into
43 proposal options.

44 C. Exhibit 3: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting
45 Held October 21, 2021

46 On a MOTION by Ms. Smith, SECONDED by Mr. Seifel, WITH ALL IN FAVOR, the Board approved
47 the Minutes of the Board of Supervisors Regular Meeting held on October 21, 2021 for the Avalon Groves
48 Community Development District.

49 D. Exhibit 4: Consideration for Acceptance – The January 2022 Unaudited Financial Report

50 The Board requested for the monthly statements to be emailed each month. Ms. Smith pointed out
51 that the financials were actually for November, not January. She noted that the Board was a bit over
52 budget.

53 On a MOTION by Ms. Smith, SECONDED by Mr. Walker, WITH ALL IN FAVOR, the Board accepted
54 the November 2021 Unaudited Financial Report for the Avalon Groves Community Development District.

55 E. Exhibit 5: Ratification of Easement Agreement

56 Ms. Smith stated that this was a Village 3 cleanup item and explained that this easement would
57 allow the CDD to maintain the area. Mr. Earlywine clarified that E and F pertained to the Pulte area
58 and that F was the acquisition of Pulte Phase 1 and 2 improvements.

59 On a MOTION by Ms. Smith, SECONDED by Mr. Seifel, WITH ALL IN FAVOR, the Board approved
60 the Ratification of the Easement Agreement for the Avalon Groves Community Development District.

61 F. Ratification of Acquisition of Serenoa Phase 1 and 2 Improvements

62 On a MOTION by Ms. Smith, SECONDED by Mr. Seifel, WITH ALL IN FAVOR, the Board approved
63 the Ratification of Acquisition of Serenoa Phase 1 and 2 Improvements for the Avalon Groves Community
64 Development District.

65 G. Exhibit 6: Ratification of Pinel and Carpenter Appraisal Invoice - \$1,250.00

66 In response to a question from Ms. Smith, Mr. Earlywine confirmed that the CDD would be
67 reimbursed through bond proceeds for this item.

68 On a MOTION by Ms. Smith, SECONDED by Mr. Walker, WITH ALL IN FAVOR, the Board accepted
69 the Ratification of Pinel and Carpenter Appraisal Invoice, in the amount of \$1,250.00, for the Avalon
70 Groves Community Development District.

71 **FOURTH ORDER OF BUSINESS – Audit Committee Meeting**

72 A. Open Audit Committee Meeting

73 On a MOTION by Ms. Smith, SECONDED by Mr. Walker, WITH ALL IN FAVOR, the Board opened
74 the Audit Committee Meeting for the Avalon Groves Community Development District.

75 B. Ranking of Audit Proposals

76 ➤ Exhibit 7: Summary and Criteria Evaluation

77 ➤ Exhibit 8: DiBartolomeo, McBee, Hartley & Barnes, PA

78 Ms. Smith pointed out that the cost of this proposal exceeded the budget line item of
79 \$3,000.00 for audit services.

80 C. Audit Committee's Recommendations of Auditor Services

81 On a MOTION by Ms. Smith, SECONDED by Mr. Walker, WITH ALL IN FAVOR, the Board approved
82 the selection of DiBartolomeo, McBee, Hartley, & Barnes, PA to perform audit services for the Avalon
83 Groves Community Development District.

84 D. Close Audit Committee Meeting

85 On a MOTION by Ms. Smith, SECONDED by Mr. Seifel, WITH ALL IN FAVOR, the Board closed the
86 Audit Committee Meeting for the Avalon Groves Community Development District.

87 **FIFTH ORDER OF BUSINESS – Business Matters**

88 A. Consideration for Acceptance the Audit Committee's Recommendation for Auditor

89 On a MOTION by Ms. Smith, SECONDED by Mr. Seifel, WITH ALL IN FAVOR, the Board accepted
90 the Audit Committee's Recommendation of DiBartolomeo, McBee, Hartley & Barnes, PA for Auditor for
91 the Avalon Groves Community Development District.

92 B. Exhibit 9: Presentation of the Memorandum to District Manager and District Engineer Regarding
93 Stormwater Reporting Requirements

94 Mr. Krause explained that Florida had changed the laws regarding how stormwater and noted that
95 landscapers would be required to leave more of an apron between the pond bank and the pond itself.
96 Mr. Plate indicated that he would bring back a proposal to the next meeting and mentioned that the
97 cost would depend on the size and complexity of the stormwater system. No action was taken on
98 this item.

99 C. Exhibit 10: Consideration of **Resolution 2022-04, Authorizing Conveyances**

100 Mr. Earlywine explained that this was for construction items and would allow the construction
101 process to continue.

102 On a MOTION by Ms. Smith, SECONDED by Mr. Walker, WITH ALL IN FAVOR, the Board adopted
103 **Resolution 2022-04, Authorizing Conveyances**, for the Avalon Groves Community Development
104 District.

105 D. Exhibit 11: Consideration of **Resolution 2022-05, Amended and Restated Resolution for**
106 **Prompt Payment Polices**

107 Mr. Earlywine stated that statute required to be in place for dealing with late fees.

108 On a MOTION by Ms. Smith, SECONDED by Mr. Seifel, WITH ALL IN FAVOR, the Board adopted
109 **Resolution 2022-05, Amended and Restated Resolution for Prompt Payment Policies**, subject to
110 Exhibit A being updated with final information, for the Avalon Groves Community Development District.

111 E. Exhibit 12: Consideration of ASAP Pressure Cleaning Proposal - \$7,780.60

112 The Board and staff discussed what areas would be included in this proposal. Ms. Conley suggested
113 having ASAP Pressure Cleaning resubmit the proposal with a more clearly defined scope. Mr.
114 Krause noted that a map could be requested as well. The Board reached a consensus to have ASAP

115 Pressure Cleaning resubmit the proposal with a map to receive additional proposal options. This
116 item was tabled.

117 F. Exhibit 13: Consideration of **Resolution 2022-06, Designating Officers**

118 Mr. Krause explained that this resolution would name Johanna Lee as Treasurer, himself as
119 Secretary, and Shirley Conley as Assistant Secretary.

120 On a MOTION by Ms. Smith SECONDED by Mr. Walker, WITH ALL IN FAVOR, the Board adopted
121 **Resolution 2022-06, Designating Officers**, for the Avalon Groves Community Development District.

122 G. Consideration of Matters regarding Assessment Area Four (Edgemont Parcel) Financing

123 Mr. Earlywine explained that this as the same bond financing discussed at the last several meetings
124 to bring Edgemont into the CDD. He noted that this would not affect the rest of the community in
125 regards to cost.

126 ➤ Exhibit 14: Consideration of Bond Financing Team Funding Agreement

127 Mr. Earlywine explained that this item addressed the bonds that were to be paid.

128 On a MOTION by Ms. Smith, SECONDED by Mr. Walker, WITH ALL IN FAVOR, the Board approved
129 the Bond Financing Team Funding Agreement in substantial form, pending authorization from the Chair,
130 for the Avalon Groves Community Development District.

131 ➤ Exhibit 15: Presentation of Appraisal Report

132 Mr. Earlywine stated that this item had been prepared in the event that the District acquires
133 land as part of its improvement plan and that the Board had the option to finance land.

134 On a MOTION by Ms. Smith, SECONDED by Mr. Seifel, WITH ALL IN FAVOR, the Board approved
135 the Appraisal Report for the Avalon Groves Community Development District.

136 ➤ Exhibit 16: Presentation of Engineer's Report

137 Mr. Plate presented his supplemental report. He stated that the District did not intend to
138 pay for any of the lands in the expansion area, though they would be conveyed to the
139 District. He noted that water and sewer would not be included but that landscaping and
140 irrigation would be included. He indicated that the total cost for the Capital Improvement
141 Project was estimated to be \$3,052,064.00. Mr. Krause mentioned that an updated version
142 of the Engineer's Report was available on the Board's tablets.

143 On a MOTION by Ms. Smith, SECONDED by Mr. Seifel, WITH ALL IN FAVOR, the Board approved
144 the Engineer's Report, as presented in substantial form, for the Avalon Groves Community Development
145 District.

146 ➤ Exhibit 17: Presentation of Assessment Report

147 Mr. Earlywine described how the District would assess the fees for Area 4 and noted that
148 assessments would be levied at the next meeting. He added that DR Horton and the
149 developer of Edgemont would fund the remainder of the part not financed by the District.

150 On a MOTION by Ms. Smith, SECONDED by Mr. Walker, WITH ALL IN FAVOR, the Board approved
151 the Assessment Report, in substantial form, for the Avalon Groves Community Development District.

152 ➤ Exhibit 18: Consideration of **Resolution 2022-07, Declaring Special Assessments**

153 Mr. Earlywine stated that this resolution would set the date for the public hearing and would
154 authorize staff to send out information for public hearings in April. He noted that bonds
155 would close after this point. The Board agreed to schedule the public hearing for April 28
156 at 11:30 a.m.

157 On a MOTION by Ms. Smith, SECONDED by Mr. Walker, WITH ALL IN FAVOR, the Board adopted
158 **Resolution 2022-07**, Declaring Special Assessments, for the Avalon Groves Community Development
159 District.

160 ➤ Exhibit 19: Consideration of **Resolution 2022-08**, Delegated Award Resolution

161 Mr. Sanford reviewed the resolution and stated that he would like to change the interest
162 rate on the bonds to not exceed the maximum rate set forth by Florida law. He noted that
163 the disclosure agreement was between the District, Developer, and District Manager to
164 disclose certain events and information. In response to a question from Ms. Smith, Mr.
165 Sanford confirmed that DR Horton had reviewed the exhibits.

166 On a MOTION by Ms. Smith, SECONDED by Mr. Walker, WITH ALL IN FAVOR, the Board adopted
167 **Resolution 2022-08**, Delegated Award Resolution, in substantial form, as revised to change the bond
168 interest rates not to exceed the maximum rate set by Florida law, for the Avalon Groves Community
169 Development District.

170 ➤ Exhibit 20: Consideration of **Resolution 2022-09**, Setting Hearing on Uniform Method
171 Collection

172 Mr. Earlywine explained that a public hearing needed to be set for Edgemont and noted
173 that the hearing would be held at the same time as the other hearing on assessments on
174 April 28 at 11:30 a.m.

175 On a MOTION by Ms. Smith, SECONDED by Mr. Walker, WITH ALL IN FAVOR, the Board adopted
176 **Resolution 2022-09**, Setting Hearing on Uniform Method Collection, for the Avalon Groves Community
177 Development District.

(Mr. Plate left the meeting at 1:12 p.m.)

178
179 ➤ Acquisition of Area Four Improvements

180 Mr. Earlywine explained that most improvements would need to be done by July but that
181 some were due earlier. He stated that he needed authorization on the record to avoid
182 missing the opportunity to finance these items.

183 On a MOTION by Mr. Walker, SECONDED by Ms. Smith, WITH ALL IN FAVOR, the Board authorized
184 staff to prepare and assess an acquisition of the areas for improvement between the present date and the
185 April meeting, in an amount not to exceed what had been set forth in the Engineer Report, for the Avalon
186 Groves Community Development District.

187 Following the motion, Mr. Earlywine stated that he would price out the items over the next
188 several weeks to bring back to the Board.

189 H. Exhibit 21: Consideration of Steadfast Environmental Pond Fountain Maintenance Proposal -
190 \$3,000.00/yr.

191 Mr. Krause reviewed the proposal, noting that the District did not have a vendor in place to maintain
192 the fountain ponds. Ms. Smith asked if the ponds in the active community were being maintained

193 by the HOA. Mr. Krause suggested tabling this item or voting to approve the proposal, subject to
194 verification on who was responsible for maintaining the fountains.

195 On a MOTION by Ms. Smith, SECONDED by Mr. Seifel, WITH ALL IN FAVOR, the Board approved
196 the Steadfast Environmental Pond Fountain Maintenance Proposal, in an amount not to exceed \$3,000.00,
197 pending confirmation of District ownership, and authorized the District Manager to acquire an additional
198 quote for the Avalon Groves Community Development District.

199 I. Discussion of HOA Bulletin Board at Village 1 Mailboxes

200 Mr. Krause relayed a request from the HOA to install a freestanding bulletin board near the
201 mailboxes at Village 1. He mentioned that the Board could add additional rules and recommended
202 having the HOA present a formalized agreement. The Board reached a consensus to have Mr.
203 Krause acquire more information from the HOA.

204 J. Discussion of RFP for District Engineer

205 Ms. Smith stated that Heidt Design was the engineer of record for the CDD and explained that Mr.
206 Plate intended to submit a resignation letter upon completion of the bond issuance of Edgemont.
207 She indicated that she would like to go out for an RFP for a more local District Engineer.

208 On a MOTION by Ms. Smith, SECONDED by Mr. Seifel, WITH ALL IN FAVOR, the Board authorized
209 management to advertise for an RFP for a District Engineer for the Avalon Groves Community
210 Development District.

211 **SIXTH ORDER OF BUSINESS – Staff Reports**

212 A. District Manager

213 Mr. Krause stated he had nothing to report.

214 B. District Counsel

215 Mr. Earlywine discussed a commercial tract across from Sawgrass and stated that he was working
216 with KB Homes on this tract. He noted that KB Homes had an agreement with Kolter in which
217 the District was a third-party and mentioned that he may need to request a conflict waiver as his
218 firm represented both Kolter and DR Horton.

219 C. Amenity Manager

220 No report was provided by the Amenity Manager. Ms. Semino noted that complaints were received
221 pertaining to pet waste not being picked up around the tot lot and asked what the CDD could do to
222 prevent this. The Board and staff discussed options to encourage residents to pick up after their
223 dogs. Ms. Smith indicated that she would like to get proposals to clean up the dog waste.

224 Mr. Bryant discussed the change in grass color and noted that the turf would be fertilized on
225 Monday.

226 **SEVENTH ORDER OF BUSINESS – Audience Comments – New Business**

227 Mr. Nemis inquired about costs and assessments for the fountains. Ms. Smith directed Mr. Krause
228 to check the assessment methodology and how the fountain costs would be allocated.

229 Ms. Ortiz brought up debris in a pond behind her home. Ms. Smith stated that she would have
230 Steadfast check on Pond 26, 25, and 37. Ms. Ortiz additionally mentioned that there were wasp
231 nests in the cone hearing devise at the playground and suggested putting a cover over the
232 playground. Ms. Smith explained that this was not in the annual budget but requested RFP costs
233 for a shade structure to consider in the future.

234 Ms. Johnson discussed a pond near Basswood Loop with 7 dead trees and inquired about the
235 monuments for Village 1 and 2. Mr. Walker explained that the CDD was working on acquiring
236 commercial-grade solar lights before finishing the monuments.

237 An audience member noted that a small pond was missing from the pond report and was not being
238 maintained. Ms. Smith indicated that she believed this pond was Pond 40.

239 An audience member commented on multiple broken items at the playground. Ms. Smith requested
240 management to obtain an independent third-party inspection for the playground area.

241 Mr. Losa commented on landscapers damaging fences and dog waste in the commons area, and
242 asked when the CDD performed inspections. Ms. Smith stated that inspections were typically held
243 once a month.

244 Ms. Polson inquired about landscaping for an island by her home and noted that irrigation pipes
245 were sticking out of the ground. Ms. Smith requested that Mr. Bryant bring suggestions back for
246 the island.

247 An audience member inquired about the criteria to become a member of the Board. Mr. Earlywine
248 explained that they would need to be a register voter, over 18 years of age, and a resident of the
249 District.

250 An audience member requested a "stop for pedestrians" sign at a crosswalk. The Board discussed
251 requirements for the signage. The audience member additionally mentioned a stain in the road from
252 a garbage truck. Mr. Walker stated that the stain would fade over time.

253 In response to an audience comment, Mr. Walker explained that there was a new best management
254 practice required by the state of Florida for mowing around stormwater ponds.

255 **EIGHTH ORDER OF BUSINESS – Supervisors Requests**

256 There being none, the next item followed.

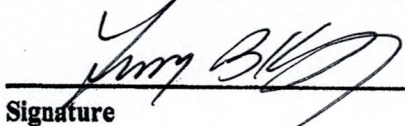
257 **NINTH ORDER OF BUSINESS – Adjournment**

258 Mr. Krause asked for final questions, comments, or corrections before requesting a motion to
259 adjourn the meeting. There being none, Mr. Walker made a motion to adjourn the meeting.

260 On a MOTION by Mr. Walker, SECONDED by Ms. Smith, WITH ALL IN FAVOR, the Board adjourned
261 the meeting for the Avalon Groves Community Development District.

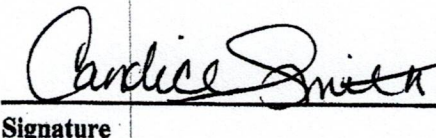
262 **Each person who decides to appeal any decision made by the Board with respect to any matter considered*
263 *at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made,*
264 *including the testimony and evidence upon which such appeal is to be based.*

265 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
266 meeting held on March 24, 2022.

267 
268 _____
Signature

Larry B. Krause Jr
Printed Name

269 Title: Secretary Assistant Secretary



Signature

Candice Smith
Printed Name

Title: Chairman Vice Chairman