

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, March 23, 2023 at 1:06 p.m., at the Avalon Groves Amenity Center, 17555
6 Sawgrass Bay Blvd., Clermont, Florida 34714, with Microsoft Teams 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	William Tyler Flint (S4)	Board Supervisor, Vice Chairman
11	Bill Fife (S1)	Board Supervisor, Assistant Secretary
12	Michael Aube (S3)	Board Supervisor, Assistant Secretary

13 Also present were:

14	Larry Krause	District Manager, DPGF Management and Consulting
15	Jere Earlywine (<i>via phone</i>)	District Counsel, Kutak Rock LLP
16	Greg Woodcock (<i>via phone</i>)	District Engineer, Stantec
17	Dana Bryant	Yellowstone
18	Tim Quinlan	Evergreen Lifestyles Management (Serenoa POA)
19	Thomas Prince	Leland Management (Palms at Serenoa HOA)

20 *The following is a summary of the discussions and actions taken at the March 23, 2023 Avalon Groves*
21 *CDD Board of Supervisors Regular Meeting.*

22 **SECOND ORDER OF BUSINESS – Audience Comments – Agenda Items (Limited to 3 minutes per**
23 *individual for agenda items)*

24 There being none, the next item followed.

25 **THIRD ORDER OF BUSINESS – Staff Reports**

26 A. District Counsel – *Jere Earlywine, Kutak Rock LLP*

27 Mr. Earlywine provided updates on the various projects within the community. The Edgemont
28 parcel at the community entrance is close to finishing. The plats are expected to be approved in
29 April and recorded, once that is done this item will be brought to the Board.

30 The Pacific Ace commercial connection project is awaiting a County permit. Title work is in
31 progress for the pond and road conveyances discussed at the last meeting. Work continues on the
32 conveyances and maintenance responsibilities within the Pulte section (Assessment Area
33 3/Village 3). The County will maintain the lift station lot, the CDD will be maintaining the
34 drainage easement on tract OS-1 and a draft will be brought to the Board. The responsibility for
35 the landscape at the mailboxes is being discussed with Pulte. The apartment parcels are being
36 platted and some adjustments will be needed to match the field descriptions with the plats as it
37 pertains to the stormwater tracts and conservation areas that the CDD will maintain.

38 On a MOTION by Mr. Fife, SECONDED by Mr. Flint, WITH ALL IN FAVOR, the Board approved staff
39 to work on conveyance documents of the sliver parcels back to the CDD at the apartments complex area,
40 for the Avalon Groves Community Development District.

41 B. District Engineer – *Greg Woodcock, Stantec*
42 Stantec attorney has provided comments on the engineering services agreement which will be
43 reviewed by Mr. Earlywine’s team and the final agreement will be brought back to the Board for
44 approval.

45 C. District Manager – *Larry Krause, DPFG*

46 1. Landscape Maintenance Report – *Dana Bryant, Yellowstone*

47 Mr. Bryant presented an update on the community’s landscaping. The developer has
48 approved proposals for landscape enhancements at the entrances of Villages 1, 2, and 3.
49 At Butterfly Pea Circle, a lock was put on the meter box, the irrigation timing was
50 adjusted, and the grass and palms are looking good. The Board was asked for input on
51 plant replacement around the perimeter of the tot lot. Fertilizer and weed control were
52 the focus of the current week, along with irrigation repairs. The dead tree have been
53 removed and thirty bald Cypress trees have been installed in ten locations. The previous
54 Board directed Yellowstone to allow tree rings to grow in but due to an in-house
55 miscommunication they were recently mulched, so Yellowstone will go back and spray
56 those areas. There’s a lot at Gold Crest Loop and Basswood that holds former street trees
57 that can be used to replace trees in the community as needed. That lot is not finely
58 maintained.

59 The CDD is not subject to the HOA landscape standards. Mr. Aube requested a copy of
60 the Yellowstone contract.

61 2. Exhibit 1: Field Inspection Report – *DPFG*

62 Mr. Krause reviewed his report.

63 Mr. Earlywine mentioned that some Districts have their Engineer perform an annual
64 inspection of infrastructure that includes reviewing common areas for potential safety
65 issues as a means of preventing future liability issues.

66 3. Exhibit 2: Aquatic Maintenance Report – *Steadfast Environmental*

67 There were no questions or comments on this report.

68 4. Discussion on Budget Workshop Date and Approval for Staff to Proceed with
69 Advertising

70 Consensus was to hold the budget workshop during the April 27th regular meeting.

71 5. Exhibit 3: Review of Outstanding Action Items

72 Mr. Krause continues to follow up with Klinger Electric for a quote to install electrical
73 outlets at the village entrances.

74 D. HOA Amenity Manager – *Tim Quinlan, Evergreen Lifestyles Management*

75 Mr. Quinlan provided an update on HOA projects: hog damage, holiday lighting, the amenity
76 center access system, the pool and splashpad repairs and maintenance, and monument lighting.

77 Mr. Prince will provide an update on the Palms at Serenoa HOA projects at future meetings.

78 **FOURTH ORDER OF BUSINESS – Business Matters**

79 A. Exhibit 4: Consideration and Adoption of Resolution 2023-09, Changing Registered Agent and
80 Registered Office

81 On a MOTION by Mr. Aube, SECONDED by Mr. Flint, WITH ALL IN FAVOR, the Board adopted
82 Resolution 2023-09, Changing Registered Agent to Jere Earlywine and Registered Office to Kutak Rock's
83 Tallahassee location, for the Avalon Groves Community Development District.

84 B. Exhibit 5: Discussion on Changing the FY 2023 Meeting Schedule

85 1. Consideration and Adoption of Resolution Revising the FY 2023 Meeting Schedule

86 This item was tabled pending a future request by the Board.

87 C. Exhibit 6: Consideration of Fireman Tom Proposal for Semi-annual Cleaning - \$720.00

88 Mr. Krause was directed to obtain additional proposals for semi-annual fence and sidewalk
89 cleaning.

90 D. Exhibit 7: Consideration of Pet Waste Station Installation and Maintenance Proposals

91 1. Doody Calls

92 2. Poop Bandit – *Previously Presented*

93 This item was tabled pending a future request by the Board.

94 **FIFTH ORDER OF BUSINESS – Administrative Matters/Consent Agenda**

95 A. Exhibit 8: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting
96 Held February 23, 2023

97 The motion on lines 106-108 was corrected to read “On a MOTION by Mr. Aube, SECONDED
98 by Mr. Fife, WITH ALL IN FAVOR, the Board approved the access agreement with the HOA to
99 install a bulletin board at the mailboxes in Village One, with the inclusion of the termination
100 clause amendment, for the Avalon Groves Community Development District.”

101 B. Exhibit 9: Consideration for Acceptance – The February 2023 Unaudited Financial Report

102 On a MOTION by Mr. Aube, SECONDED by Mr. Flint, WITH ALL IN FAVOR, the Board approved
103 Consent Agenda items A, with the correction, and B, for the Avalon Groves Community Development
104 District.

105 **SIXTH ORDER OF BUSINESS – Audience Comments – New Business** *(Limited to 3 minutes per*
106 *individual for non-agenda items)*

107 Mr. DeLosa asked about the pet waste stations, stated the bulletin board agreement will be reviewed
108 by the HOA board at their April meeting, and requested wildlife caution signs approved by the
109 previous Board be placed around the ponds.

110 Ms. Jankowski requested signage stating the law for vehicles to stop for pedestrians in the
111 crosswalk. Mr. Earlywine suggested it might be more effective to contract with extra-duty officers
112 to come into the community periodically and request they give out tickets for speeding. Mr. DeLosa
113 suggested the resident contact Lake County Commissioner and Traffic Manager. Mr. Earlywine
114 did acknowledge that most walkways and public infrastructure is subject to ADA requirements.

115 A resident requested the vegetation around the monuments southbound on Sawgrass Bay Blvd. be
116 trimmed back.

117 Mr. Prince informed the Board of a weather station installed at pond 17 and a silt fence that needs
118 to be removed. Mr. Krause will send a letter to the homeowner requesting the weather station be
119 removed.

120 **SEVENTH ORDER OF BUSINESS – Supervisors Requests** *(Includes Next Meeting Agenda Items*
121 *Requests)*

122 Mr. Fife noted pond 19 needs more attention.

123 Mr. Aube will send Mr. Krause the locations of non-operating streetlights in Village 1.

124 **EIGHTH ORDER OF BUSINESS – Action Items Summary**

125 A copy of the distributed summary is attached to these minutes.

126 **NINTH ORDER OF BUSINESS – Next Meeting Quorum Check**

127 *Confirmation of Quorum for Next Meeting Scheduled for 1 p.m. on April 27, 2023 at the Avalon Groves*
128 *Amenity Center (17555 Sawgrass Bay Blvd., Clermont, Florida 34714)*

129 All Supervisors confirmed their intent to be physically present at the next meeting, which would
130 establish a quorum.


131 **TENTH ORDER OF BUSINESS – Adjournment**

132 On a MOTION by Mr. Aube, SECONDED by Mr. Flint, WITH ALL IN FAVOR, the Board adjourned the
133 meeting at 2:23 p.m. for the Avalon Groves Community Development District.

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

137 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
138 **meeting held on April 27, 2023.**

139 
140 _____
Signature



Signature

SHIRLEY CONLEY

Printed Name

William Flint

Printed Name

141 **Title:** Secretary Assistant Secretary

Title: Chairman Vice Chairman

From: Larry Krause <lkrause@vestapropertyservices.com>
Sent: Friday, March 24, 2023 5:28 PM
Subject: Avalon Groves CDD Meeting from 3/23/23 ACTION ITEMS

Supervisors,

Please see below for the action items from Yesterday's meeting and let us know if there are any changes or updates needed?

1. Action Items Summary	
1. DM – obtain quotes for fence & Sidewalk cleaning 2xs a year	Working – sent quotes to Vice and Fireman Tom 3/24/23
2. DM – Send letter to resident at 3436 Yellowtop Loop to remove weather station	Working – Draft sent to Counsel 3/24/23 for review
3. DM – send notice to streetlight vendor that lights are out in Village 1	Sent request to vendor 3/24/23
4. DM – look into signs for Beware Alligators – get pricing	Working