

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, June 22, 2023 at 1:01 p.m., at the Avalon Groves  
6 Amenity Center, 17555 Sawgrass Bay Blvd., Clermont, Florida 34714

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

8 Mr. McInnes, who was facilitating on behalf of Mr. Darin, called the meeting to order and  
9 conducted roll call.

10 Present and constituting a quorum were:

11 Candice Smith (S5) <i>(via phone)</i>	Board Supervisor, Chairwoman
12 William Tyler Flint (S4)	Board Supervisor, Vice Chairman
13 Bill Fife (S1)	Board Supervisor, Assistant Secretary
14 Greg Meath (S2)	Board Supervisor, Assistant Secretary
15 Michael Aube (S3)	Board Supervisor, Assistant Secretary

16 Also present were:

17 David McInnes	Vesta District Services
18 Jere Earlywine <i>(via phone)</i>	District Counsel, Kutak Rock LLP
19 Greg Woodcock <i>(via phone)</i>	District Engineer, Stantec
20 Dana Bryant	Yellowstone
21 Timothy Quinlan	Evergreen Lifestyles Management (Serenoa POA)
22 Thomas Prince	Leland Management (Palms at Serenoa HOA)

23 *The following is a summary of the actions taken at the June 22, 2023 Avalon Groves CDD Board*  
24 *of Supervisors Regular Meeting.*

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

27 There being none, the next item followed.

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

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

30 1. Edgemont

31 a. Exhibit 1: Consideration and Ratification of the Edgemont Plat  
32 Conveyance

33 On a MOTION by Mr. Aube, SECONDED by Mr. Flint, WITH ALL IN FAVOR, the Board  
34 approved the Edgemont Plat conveyance and authorized the Chair or Vice Chair to execute on  
35 behalf of the Avalon Groves Community Development District.

36 b. Exhibit 2: Consideration and Ratification of the Conservation  
37 Restrictive Covenant Joinder Request (Tract E)

38 On a MOTION by Mr. Fife, SECONDED by Mr. Meath, WITH ALL IN FAVOR, the Board  
39 ratified the acceptance of the conservation restrictive covenant joinder request (Tract E), for the  
40 Avalon Groves Community Development District.

41 c. Exhibit 3: Consideration of Acquisition of Improvements and  
42 Work Product for Edgemont – *to be Distributed*

43 This item was deferred to the next meeting.

44 d. Exhibit 4: Consideration of Special Warranty Deed – *to be*  
45 *Distributed*

46 This item was deferred to the next meeting.

47 e. Exhibit 5: Consideration of Easement Agreement – *to be*  
48 *Distributed*

49 This item was deferred to the next meeting.

50 2. Commercial Intersection

51 a. Exhibit 6: Consideration and Ratification of the Warranty Deed  
52 Conveying the Sanctuary-Sawgrass Bay Blvd Right of Way  
53 Extension to Lake County

54 On a MOTION by Mr. Flint, SECONDED by Mr. Fife, WITH ALL IN FAVOR, the Board ratified  
55 the warranty deed conveying the Sanctuary-Sawgrass Bay Blvd. right of way extension to Lake  
56 County, for the Avalon Groves Community Development District.

57 b. Exhibit 7: Consideration and Ratification of the Sanctuary-  
58 Sawgrass Drainage Easement Agreement

59 On a MOTION by Mr. Meath, SECONDED by Mr. Aube, WITH ALL IN FAVOR, the Board  
60 approved the Sanctuary-Sawgrass drainage easement agreement, for the Avalon Groves  
61 Community Development District.

62 3. Exhibit 8: Consideration and Ratification of the Warranty Deed Relating  
63 to Serenoa Apartment Village 4 – *to be Distributed*

64 On a MOTION by Mr. Flint, SECONDED by Mr. Aube, WITH ALL IN FAVOR, the Board  
65 ratified the warranty deed relating to the Serenoa Apartment Village 4 in substantial form, for the  
66 Avalon Groves Community Development District.

67 B. District Engineer – *Greg Woodcock, Stantec*

68 C. District Manager – *David McInnes, Vesta District Services*

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

70 Mr. Bryant provided the Board with an update and answered Supervisor  
71 questions.

72 2. Aquatic Maintenance Report – *Steadfast Environmental*

73 A request was made for Steadfast to provide more specific comments in  
74 the report, e.g. expanding on the definition of “touch up.”

75 3. Exhibit 10: Mitigation Monitoring Reports – *Bio-Tech Consulting Inc.*

76 a. Permit #135777-5

77 b. Permit #135777-15

78 D. Serenoa POA Amenity Manager – *Tim Quinlan, Evergreen Lifestyles*  
79 *Management*

80 E. Palms at Serenoa HOA Amenity Manager – *Thomas Prince, Leland Management*

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

82 A. Exhibit 11: Consideration and Adoption of Resolution 2023-11, Appointing and  
83 Removing Secretary

84 On a MOTION by Mr. Flint, SECONDED by Mr. Meath, WITH ALL IN FAVOR, the Board  
85 adopted Resolution 2023-11, appointing Mr. Darin and removing Mr. Krause as Secretary, for the  
86 Avalon Groves Community Development District.

87 B. Exhibit 12: Consideration of Stantec District Engineering Services Agreement  
88 Mr. Earlywine explained the agreement.

89 On a MOTION by Mr. Aube, SECONDED by Mr. Meath, WITH ALL IN FAVOR, the Board  
90 approved the District Engineering Services agreement with Stantec in substantial form, for the  
91 Avalon Groves Community Development District.

92 C. Discussion Regarding Board Transition and New Board Supervisor CDD 101  
93 Workshop

94 The Board decided to schedule this workshop after the appointment of the new  
95 resident Supervisors.

96 D. Discussion on Authorizing District Engineer to Create an Ownership/Maintenance  
97 Map – NTE \$7,000.00

98 Ms. Smith advised that corrections are required in some area to ensure they are  
99 included as CDD property.

100 On a MOTION by Mr. Fife, SECONDED by Mr. Aube, WITH ALL IN FAVOR, the Board  
101 authorized the District Engineer to create an ownership/maintenance map in an amount not to  
102 exceed \$7,000.00, for the Avalon Groves Community Development District.

103 E. Exhibit 13: Discussion on Authorizing Staff to Proceed with Landscape  
104 Maintenance Request for Proposals (RFP)

105 The Board appointed Vice Chair Flint as the point person for staff to work with  
106 on this RFP. Contact information in the draft to be changed to Mr. Darin. The  
107 RFP is to be completed prior to the FY 2024 budget adoption.

108 On a MOTION by Mr. Aube, SECONDED by Mr. Flint, WITH ALL IN FAVOR, the Board  
109 approved the RFP for Landscape Maintenance Services in standard form, for the Avalon Groves  
110 Community Development District.

111 F. Exhibit 14: Consideration of Bi-Annual Fence/Monument and Sidewalk  
112 (Goldcrest Loop to Pond 28) Cleaning Proposals

113 1. Fireman Tom

114 2. Vice Painting

115 This item was deferred to the next meeting.

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

117 A. Exhibit 15: Consideration and Approval of the Minutes of the Board of  
118 Supervisors Regular Meeting Held April 27, 2023

119 B. Exhibit 16: Consideration and Acceptance of the May 2023 Unaudited Financial  
120 Report

121 C. Exhibit 17: Consideration and Acceptance of LLS Tax Solutions Arbitrage  
122 Report for Special Assessment Bonds Series 2017A-1 and Series 2017A-2  
123 Indicating No Cumulative Rebate Requirement Liability as of March 31, 2023

124 D. Exhibit 18: Consideration and Acceptance of Lake County Supervisor of Election  
125 Voter Count – 1,660

126 E. Exhibit 19: Ratification of the Amended License Agreement for Serenoa  
127 Property Owners Association’s Use of District Property (Village 1 Bulletin Board  
128 Installation and Maintenance)

129 On a MOTION by Mr. Aube, SECONDED by Mr. Meath, WITH ALL IN FAVOR, the Board  
130 approved the Consent Agenda as presented – Items A-E, for the Avalon Groves Community  
131 Development District.

132 **SIXTH ORDER OF BUSINESS – Audience Comments – New Business**

133 *(Limited to 3 minutes per individual for non-agenda items)*

134 There being none, the next item followed.

135 **SEVENTH ORDER OF BUSINESS – Supervisor Requests**

136 Ms. Smith addressed the Board regarding a drainage easement issue for Village 4 and  
137 requested approval for an easement agreement incorporating language similar to that of  
138 the Sanctuary-Sawgrass Drainage Easement Agreement (*Agenda item III.A.2.b*)  
139 previously ratified.

140 On a MOTION by Mr. Flint, SECONDED by Mr. Meath, WITH ALL IN FAVOR, the Board  
141 approved the drainage easement agreement for Village 4, for the Avalon Groves Community  
142 Development District.

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

144 Email with the action items summary to be sent to District Manager.

- 145 • Contact Supervisor Aube regarding:
- 146 ○ Desire to have a better aquatic report (more precise wording of work performed
  - 147 and what may be needed
  - 148 ○ Project report update—hasn't been done for a while and some additional ideas of
  - 149 what to include (monument power and lighting; solar lighting repair and
  - 150 replacement)
  - 151 ○ Cleanliness around mailbox area
- 152 • Obtain the hour fee rate sheet from the District Engineer and provide to Board—this was
- 153 missing in exhibit 12
- 154 • Speak with Jere regarding timing of RFP for Landscape Maintenance . The Board
- 155 designated Vice Chair Flint to be point person on this RFP. Corrections are needed on
- 156 the RFP—updating Kyle's contact information instead of having Larry as the contact and
- 157 name is showing in address as DPFG instead of Vesta District Services. They want to
- 158 have the vendor chosen by time of FY 2024 budget adoption.
- 159 • FY 2024 budget adoption PH moved to the August 24<sup>th</sup> meeting
- 160 • Carry over to next meeting;
- 161 ○ Agenda Items III.A.1.c-e
  - 162 ○ Agenda Item IV.F. to allow for an additional quote from Vice Painting

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

164 *Confirmation of Quorum for Next Meeting Scheduled for 1 p.m. on July 27, 2023 at the Avalon*

165 *Groves Amenity Center (17555 Sawgrass Bay Blvd., Clermont, Florida 34714)*

166 With the exception of Ms. Smith and Mr. Fife, all Supervisors confirmed their intent to

167 attend the next meeting in person.

168 Prior to Adjournment, the Board discussed moving the Public Hearing for the FY 2024

169 Budget from the July 27 meeting to the August 24 meeting due to the RFP for Landscape

170 Maintenance.

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

172 approved moving the FY 2024 Budget and Assessment Public Hearing to the August 24, 2023

173 meeting, for the Avalon Groves Community Development District.

174 **TENTH ORDER OF BUSINESS – Adjournment**

175 On a MOTION by Mr. Fife, SECONDED by Mr. Meath, WITH ALL IN FAVOR, the Board

176 adjourned the meeting at 2:28 p.m., for the Avalon Groves Community Development District.

177 *\*Each person who decides to appeal any decision made by the Board with respect to any matter*

178 *considered at the meeting is advised that person may need to ensure that a verbatim record of the*

179 *proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

180 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly  
181 noticed meeting held on July 27, 2023.

182  
183 Kyle T. Darin  
Signature

William Tyler Flint  
Signature

Kyle Darin  
Printed Name

William Tyler Flint  
Printed Name

184 Title:  Secretary  Assistant Secretary

Title:  Chairman  Vice Chairman