

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, September 28, 2023 at 1:01 p.m., at the Serenoa
6 Club Amenity Center, 17555 Sawgrass Bay Blvd., Clermont, Florida 34714.

7 **FIRST ORDER OF BUSINESS – Call To Order**

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

9 Present and constituting a quorum were:

10 William Tyler Flint (S4)	Board Supervisor, Vice Chair
11 Bill Fife (S1)	Board Supervisor, Assistant Secretary
12 Michael Aube (S3)	Board Supervisor, Assistant Secretary

13 Also present were:

14 Candice Bain (S5) (<i>via phone</i>)	Board Supervisor, Chair
15 Greg Meath (S2) (<i>via phone</i>)	Board Supervisor, Assistant Secretary (<i>joined in-</i> 16 <i>progress</i>)
17 Raymond Lotito	Vesta District Services
18 Jere Earlywine	District Counsel, Kutak Rock LLP
19 Greg Woodcock	District Engineer, Stantec
20 Dana Bryant	Account Manager, Yellowstone Landscape
21 Lee Smith	Account Manager, Steadfast Environmental
22 Zayriliann Lorenzo	Evergreen Lifestyles Management (Serenoa POA)
23 Thomas Prince	Leland Management (Palms at Serenoa HOA)
24	Resident

25 *The following is a summary of the actions taken at the September 28, 2023 Avalon Groves CDD*
26 *Board of Supervisors Regular Meeting.*

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

28 (*limited to 3 minutes per individual for agenda items*)

29 Mr. Aube asked that the agenda numbering be corrected and the packet be re-uploaded to
30 the website and asked for an additional item be discussed under Item 4 D. Communication
31 Oversight Visits Problem Resolution by Management Services.

32 There being no additional comments, the next item followed.

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

34 A. District Counsel – *Jere Earlywine, Kutak Rock*

35 1. Exhibit 1: Consideration of Acquisition of Edgemont Improvements
36 (D.R. Horton)

37 Mr. Earlywine explained these are typical documents that go with the
38 acquisition of the project improvements. The purpose of the Bond was to
39 finance the improvements to Edgemont as spelled out in the Engineer’s

40 Report for the Bond issue. The payments will only be made up to the
41 amount available in the construction account, and only for completed
42 projects.

- 43 a. Acquisition Request Letter
- 44 b. Corporate Declaration Regarding Costs Paid
- 45 c. Project Engineer's Certificate
- 46 d. District Engineer's Certificate
- 47 e. Contractor Acknowledgment and Release
- 48 f. Professional Acknowledgement and Release
- 49 g. Bill of Sale and Limited Assignment

50 Every right the builder has is transferred to the District for
51 purposes of the projects' warranties. If there are any issues they
52 will be corrected through the Maintenance Bond with the County
53 in the County inspection process.

- 54 h. Bill of Sale (Lake County)

55 The utilities are private and were not financed with the bonds and
56 but portions of the right of way are conveyed to Lake County.

- 57 i. Special Warranty Deed

58 The Special Warranty Deed accepts the open space (tot lot),
59 conservation areas, open spaces, landscape area with signs,
60 landscape wall and fence.

- 61 j. Requisition #1

62 The requisition authorizes the trustee to make a payment from the
63 construction proceeds – the District payment is limited to the funds
64 available in the construction account, so the improvements are of a
65 higher value than the payment.

66 Some construction money is always available immediately and a certain
67 amount is held back to protect the bond holders. The outstanding balance
68 will not be released until the project is completed and all lots are sold. If
69 there are punch list items at project completion, then that balance can be
70 used to address them. If there are no problems and money remains in the
71 account after construction completion then it is redirected to Bond
72 redemption.

- 73 2. Exhibit 2: District Engineer's Inspection Reports

- 74 a. Edgemont Acquisition Review

75 Mr. Woodcock discussed the Edgemont Review. A lot of the
76 items are minor maintenance. A meeting was held with D.R.
77 Horton and they will address the items in the next couple of weeks.

78 Mr. Earlywine provided an overview of how Bond funds are budgeted.

79 On a MOTION by Mr. Flint, SECONDED by Mr. Aube, WITH ALL IN FAVOR, the Board
80 approved the acceptance of the Acquisition of the Edgemont improvements - as set forth in
81 substantial form in items a-j – and authorized the payment requisition, for the Avalon Groves
82 Community Development District.

83 b. Area 4 Review

84 This area was conveyed around 2021 with project completion
85 resolution being adopted in 2022, however D.R. Horton continues
86 to build in the area.

87 Mr. Woodcock reviewed the ponds in this area and found some
88 minor erosion areas, and areas lacking turf. All the items noted in
89 the report appear to be common maintenance items rather than
90 warrantee issues. Pricing has been requested for remediation and
91 proposals will be reviewed against current needs now that the rains
92 are helping grass to fill in.

93 Mr. Earlywine noted that a lot of Districts will ask their engineer to
94 complete an annual inspect of all infrastructure to stay up to date
95 on potential liability issues and possible capital improvement
96 projects that will need funding. Mr. Woodcock added that the
97 Water Management District requires certification of stormwater
98 infrastructure every five years.

99 Mr. Earlywine reviewed the various construction fund balances. Pulte has maxed
100 out the CDD-eligible items and it was recommended the bond money for the Pulte
101 section be returned to Bond redemption.

102 On a MOTION by Mr. Flint, SECONDED by Mr. Aube, WITH ALL IN FAVOR, the Board
103 authorized staff to direct the Trustee to release the money to redeem Bonds, for the Avalon
104 Groves Community Development District.

105 3. Exhibit 3: Consideration and Adoption of Resolution 2023-17,
106 Authorizing Requisitions 3 and 4 From Series 2021 Bonds

107 Bond money for the Forestar section has essentially been paid out when
108 the stormwater system was conveyed. The first release condition is when
109 they sell their lots to a builder. This condition has been met and \$48,000
110 of the bond money has been transferred to the construction fund. The
111 remaining \$28,000 becomes available once D.R. Horton has completed its
112 homebuilding. This can be used for construction items if there's any
113 remaining. The project has been turned over for some time and there's no
114 opportunity there. The Resolution authorizes payment of the two
115 requisitions once the conditions are met.

116 On a MOTION by Mr. Aube, SECONDED by Ms. Bain, WITH ALL IN FAVOR, the Board
117 adopted Resolution 2023-17, Authorizing Requisitions 3 and 4 From Series 2021 Bonds, for the
118 Avalon Groves Community Development District.

119 Blue Ox should be finishing their intersection project in December and Mr.
120 Woodcock can review it upon completion.

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

122 1. Exhibit 4: Consideration and Acceptance of Ownership/Maintenance Map
123 This item was tabled for further revision by the District Engineer in
124 conjunction with the District Counsel.

125 C. District Manager – *Kyle Darin, Vesta District Services*

126 1. Exhibit 5: Field Report – *Vesta District Services*

127 2. Exhibit 6: Aquatic Maintenance Report – *Steadfast Environmental*

128 There is still some concern with trash not being removed from pond 33.

129 a. Exhibit 7: Consideration and Approval of Aquatic Maintenance
130 Addendum

131 *This item was discussed out of order after Palms at Serenoa HOA*
132 *Amenity Manager Report.*

133 This item adds the ponds from the recently conveyed areas to the
134 aquatic maintenance scope. The District’s form of contract will be
135 provided for execution.

136 On a MOTION by Mr. Aube, SECONDED by Mr. Flint, WITH ALL IN FAVOR, the Board
137 approved the Addendum to the Aquatic Maintenance Agreement subject to District Counsel
138 preparing the District’s form of agreement, for the Avalon Groves Community Development
139 District.

140 3. Landscape Maintenance Report – *Dana Bryant, Yellowstone*

141 Irrigation repairs continue from damage by the intersection construction.

142 Mr. Earlywine noted an agreement was in place to allow the District to
143 collect reimbursement for construction-related damage.

144 The apartment complexes at the other end of Sawgrass Bay Blvd. have
145 also started construction and irrigation has been affected on that side.

146 Sawgrass palms in the line of sight exiting the clubhouse were addressed.

147 D. Serenoa POA Amenity Manager – *Zayriliann Lorenzo, Evergreen Lifestyles*
148 *Management*

149 Hog trapping was discussed. Mr. Woodcock cautioned against remediation until hogs
150 were under control. The Board expressed interest in having a trapper attend a meeting to
151 provide information on available options.

- 152 E. Palms at Serenoa HOA Amenity Manager – *Shannon Bernard, Leland*
153 *Management*
- 154 Mr. Earlywine introduced Bennet Davenport who assists him with Avalon Groves.
155 *The Aquatics Maintenance Addendum was addressed at this point in the meeting.*
- 156 Mr. Aube raised a concern regarding staff reports on site visits and responsiveness to
157 requests. District Counsel will review the contracts with Vesta District Services and
158 schedule a meeting with Mr. Aube and Mr. Darin.

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

- 160 A. Exhibit 8: Consideration of Bi-Annual Fence/Monument and Sidewalk (Goldcrest
161 Loop to Pond 28) Cleaning Proposals – *Previously Presented*
- 162 1. DE Pressure Washing - \$3,575.00
163 2. Fireman Tom - \$3,148.60
164 3. Squeegee Squad - \$3,500.00
165 4. Unashamed Pressure Washing - \$4,800
- 166 District Counsel will provide a rider to cover the District-required terms.

167 On a MOTION by Mr. Fife, SECONDED by Mr. Flint, WITH ALL IN FAVOR, the Board
168 approved Fireman Tom’s Pressure Washing proposal, with the addition of the product to mask
169 the chlorine smell, in the amount of \$3,148.60, for the Avalon Groves Community Development
170 District.

- 171 B. Discussion on Adding Signage to Identify Villages
172 District Engineer will work with District Manager to obtain proposals for signage.
- 173 C. Exhibit 9: Consideration of Resolution 2023-18, Amending the FY 2024 Meeting
174 Schedule.
- 175 Start times for the May and August meetings were changed to 7 p.m.

176 On a MOTION by Mr. Aube, SECONDED by Ms. Smith, WITH ALL IN FAVOR, the Board
177 adopted Resolution 2023-18, Amending the FY 2024 Meeting Schedule, for the Avalon Groves
178 Community Development District.

179 **FIFTH ORDER OF BUSINESS – Consent Agenda**

- 180 A. Exhibit 10: Consideration and Approval of the Minutes of the Board of
181 Supervisors Regular Meeting Held August 23, 2023
- 182 B. Exhibit 11: Consideration and Acceptance of the August 2023 Unaudited Financial
183 Statements
- 184 C. Exhibit 12: Ratification of Ronald Vail Plumbing Invoice for Required Annual
185 Backflow Testing - \$267.00

186 On a MOTION by Mr. Fife, SECONDED by Mr. Aube, WITH ALL IN FAVOR, the Board
187 approved the Consent Agenda – Items A-C – as presented, for the Avalon Groves Community
188 Development District.

189 **SIXTH ORDER OF BUSINESS – Audience Comments – New Business**
190 *(Limited to 3 minutes per individual for agenda items)*

191 A comment was heard regarding assessments and the commercial intersection. Mr.
192 Earlywine clarified that operations costs are shared across the community. The commercial
193 parcel is not part of the District’s boundary. Mr. Woodcock will look at the stormwater
194 system relating to the commercial parcel.

195 **SEVENTH ORDER OF BUSINESS – Supervisors’ Requests** *(Includes Next Meeting Agenda*
196 *Item Requests)*

197 There being none, the next item followed.

198 **EIGHTH ORDER OF BUSINESS – Exhibit 13: Action Items Summary**

199 Mr. Lotito provided the following summary of the meeting’s action items:

- 200 • Review trapper issue with HOA.
- 201 • Review responses to residence requests.
- 202 • Review site visits to the community with regards to the Field Services
203 contract.
- 204 • Review staff reports.
- 205 • Obtain proposals for signage for the Villages.
- 206 • Provide an update on who maintains the parking areas and mailboxes in
207 Village 1 – Ms. Smith noted that they are CDD-maintained, the parking lots
208 are not part of the right of way. This item was considered completed.

209 **NINTH ORDER OF BUSINESS – Next Meeting Quorum Check:** *October 26, 2023 at 10 a.m.*
210 *at Serenoa Club Amenity Center, 17555 Sawgrass Bay Blvd., Clermont, Florida 34714*

211 Ms. Smith requested the 10 a.m. start time be added to the calendar.

212 **TENTH ORDER OF BUSINESS – Adjournment**

213 On a MOTION by Mr. Fife, SECONDED by Mr. Aube, WITH ALL IN FAVOR, the Board
214 adjourned the meeting, for the Avalon Groves Community Development District.

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

219 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a
220 publicly noticed meeting held on October 26, 2023.

221 Kyle T. Darin
222 Signature

W. T. Flint
Signature

223 Kyle Darin
224 Printed Name

William Tyler Flint
Printed Name

225 Title: Secretary Assistant Secretary

Title: Chair Vice Chair