

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, January 25, 2024 at 10:00 a.m. at Serenoa Club
6 Amenity Center, 17555 Sawgrass Bay Blvd., Clermont, FL 34714. The actions taken are
7 summarized as follows:

8 **FIRST ORDER OF BUSINESS: Roll Call**

9 Mr. Darin called the meeting to order and conducted roll call.

10 Present and constituting a quorum were:

11 Eugene Mastrangeli (S5)	Board Supervisor, Vice Chair
12 Carl Weston (S1)	Board Supervisor, Assistant Secretary
13 Michael Aube (S3)	Board Supervisor, Assistant Secretary

14 Also present were:

15 Kyle Darin	District Manager, Vesta District Services
16 Jere Earlywine (<i>via phone</i>)	District Counsel, Kutak Rock LLP
17 Bennett Davenport	District Counsel, Kutak Rock LLP
18 Greg Woodcock (<i>via phone</i>)	District Engineer, Stantec
19 Shannon Bernard	Leland Management (Palms at Serenoa HOA)

20 **SECOND ORDER OF BUSINESS: Audience Comments – Agenda Items** (*Limited to*
21 *3 minutes per individual for agenda items*)

22 Mr. Aube requested a discussion on grant opportunities for the CDD and alternate
23 locations be considered for the CDD meetings.

24 **THIRD ORDER OF BUSINESS: Staff Reports**

25 A. District Engineer – *Greg Woodcock, Stantec*

26 Mr. Woodcock presented his report, noting his review of the traffic study for
27 Village 4, which indicated through development in 2026. No right turn lane was
28 warranted for that village, but a left turn lane was.

29 Regarding the mailbox installation, there is no requirement for separate mailboxes,
30 it is simply how the developer coordinated installation with the Post Office.

31 The commercial property will be responsible for maintaining the stormwater pond
32 within that site. The permit is currently in the developer's name and they will
33 transfer it to operation and maintenance to the developer/commercial owner, not
34 the CDD. It will discharge to a wetland area which is owned and maintained by
35 the CDD. The commercial owner as the permit holder is under the same regulatory
36 scrutiny by SWFWMD as the District.

37 An easement report was completed, showing four easements completely blocked
38 within the community. The Board will need to decide what they wish to do with
39 the blocked easements: relocate the fence so a 10 ft access through the easement

40 or installation of a 10' gate at the front and rear to allow CDD staff and vendors to
41 access the ponds.

42 Mr. Earlywine discussed the risks associated with blocked easements: violation of
43 permits, lack of access to ponds and buried infrastructure which can create a
44 compliance issue, and prescriptive easement issues. He recommended setting up a
45 system coordinated with the HOA ARC, regarding CDD easement rights, CDD
46 approval of a licensing agreement.

47 The District Engineer's easement report will be forwarded to the HOA with an
48 update on the CDD Board's drafting on an easement encroachment policy. The
49 Board could establish policy that allows staff to sign-off on requests that fall within
50 the policy, and it was noted that the water management plans show the location and
51 depths of drainage pipes.

52 Staff will draft a policy, educational letter and form of license agreement for
53 discussion at the next meeting.

54 B. District Counsel – *Jere Earlywine, Kutak Rock*

55 1. Discussion on Maintenance Contracts

56 Mr. Davenport distributed a contract chart and discussed the maintenance
57 and service agreement terms. None of the District's existing maintenance
58 contracts require bonds.

59 Staff will provide scopes for the maintenance and service agreements for
60 the Board's review.

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

62 Mr. Darin informed the Board that the nameplates and wildlife signs were ordered.

63 1. Exhibit 1: Field Report – *Vesta District Services*

64 Mr. Darin introduced Mark Isley, Vesta's Field Manager, reported that a
65 nuisance alligator had been removed from pond 56, Steadfast had been
66 tasked with removing an illicit gator trap from pond 51. The mallet for the
67 chimes has been ordered and the remaining cable will be removed after the
68 meeting. He discussed obtaining a safety inspection of the CDD-
69 maintained playground equipment, noted exposed irrigation lines at the
70 playground need to be addressed, and that Mr. Isley was tasked with
71 obtaining a proposal for ADA-compliant mulch to re-fill the playground.

72 2. Exhibit 2: Aquatics Maintenance Report – *Steadfast Environmental*

73 Mr. Darin reviewed the aquatics report noting water clarity was good and
74 no issues.

75 3. Landscape maintenance Report – *Down To Earth*

76 Down To Earth represented discussed irrigation issues and priorities,
77 construction damage, and provided an update on work completed. The

78 Account Manager will work with the Field Manager to review irrigation
79 damage caused by construction and reach out to the construction company
80 for a contact to begin a dialogue regarding necessary repairs. Mr.
81 Mastrangeli offered to work with staff as needed.

82 a. Discussion on Options for Butterfly Pea Court Island

83 Mr. Darin noted there was irrigation on the island and there are
84 issues with the system being turned on and off. Board direction was
85 to install something permanent that prevents foot and vehicle traffic
86 and interference with the irrigation system. Adding solar panels at
87 this location was also discussed. Residents suggested adding
88 signage to reminding drivers of the one-way traffic pattern around
89 the island.

90 b. Update on Arborist Report Proposal as Required for Lake County
91 Tree Removal Exemption Form Submission

92 Down To Earth will provide a proposal for the next meeting.

93 D. Serenoa POA Amenity Manager

94 Mr. Landry was not available to present updates on behalf of the Serenoa POA.

95 E. Palms at Serenoa HOA Amenity Manager

96 Ms. Bernard provided a report on Palms at Serenoa HOA projects.

97 **FOURTH ORDER OF BUSINESS: Business Items**

98 A. Exhibit 3: Consideration and Adoption of **Resolution 2024-04, Requesting Lake**
99 **County Supervisor of Elections Conduct District's General Elections and**
100 **Authorizing Notice**

101 Seats 1 and 2 are up for election in November 2024. Mr. Davenport provided an
102 overview of the election process for the available seats.

103 On a MOTION by Mr. Mastrangeli, SECONDED by Mr. Aube, WITH ALL IN FAVOR, the
104 Board adopted Resolution 2024-04, Requesting Lake County Supervisor of Elections to Conduct
105 the District's General Elections and Authorizing Notice, for Avalon Groves Community
106 Development District.

107 **FIFTH ORDER OF BUSINESS: Consent Agenda**

108 A. Exhibit 4: Consideration and Approval of the Minutes of the Board of Supervisors
109 Regular Meeting Held December 28, 2023

110 B. Exhibit 5: Consideration and Acceptance of the December 2023 Unaudited
111 Financial Report

112 On a MOTION by Mr. Aube, SECONDED by Mr. Mastrangeli, WITH ALL IN FAVOR, the
113 Board approved the Consent Agenda – items A & B as presented, for Avalon Groves Community
114 Development District.

115 **SIXTH ORDER OF BUSINESS:** **Audience Comments – New Business** *(Limited to*
 116 *3 minutes per individual for non-agenda items)*

117 Comments were heard regarding pedestrian safety crossing Sawgrass Bay Blvd, the
 118 Fleming Road connector road, and a Sawgrass Bay Blvd traffic study, landscaping
 119 vendors repeatedly getting stuck in sandy sections around pond 13, construction fencing
 120 around a pond in the Palms, the dead tree in the conservation area, ownership of
 121 irrigation meters in the Palms, maintenance of stormwater inlets along the roads,
 122 vegetation blocking line-of-sight in the medians along Sawgrass Bay Blvd.

123 District Counsel recommended the Board consider hiring FHP or Lake County off-duty
 124 officers to enforce traffic regulations on the County-owned road, stating the District has
 125 security enforcement powers for roads within its boundaries. Mr. Earlywine added that
 126 grass-roots movements to create awareness with the County. Mr. Darin will contact Lake
 127 County Resource Officer regarding increased patrolling of Sawgrass Bay Blvd. The
 128 CDD does not have authority to install traffic calming devices on County-owned ROW.

129 Review of stormwater drainage systems would have to be reviewed on a case-by-case
 130 basis depending on the location of maintenance requirements.

131 **SEVENTH ORDER OF BUSINESS:** **Supervisor Requests** *(Includes Next Meeting*
 132 *Agenda Item Requests)*

133 A. Discussion on Identifying Community Matters and Designating Individual
 134 Supervisors as Fact-Finding Coordinators (Aube)

135 This item will be place on the March agenda.

136 B. Exhibit 6: Discussion on Additional Hog Control Measures in Conjunction with
 137 HOA/POA (Aube)

138 Mr. Aube discussed meetings he had with Swine Solutions and HOA/POA
 139 representatives. The total cost would be \$18,600/yr., anticipating the CDD
 140 covering 50% of that cost and a cost-share agreement entered into with the
 141 HOA/POA for the balance. Staff were directed to create agreements for the Board
 142 to consider.

143 Mr. Aube asked about shade session parameters. Mr. Earlywine explained that the
 144 Florida Sunshine laws limit shade sessions to some bidding discussions, security
 145 matters, and on-going active litigation. Workshops and special meetings are also
 146 open to the public and records are required.

147 Mr. Darin discussed the area where vehicles are crossing landscape from the end of
 148 Sawgrass Bay Blvd to Fleming Road. Mr. Woodcock will review options for this
 149 location.

150 **EIGHTH ORDER OF BUSINESS:** **Action Items Summary**

151 **District Counsel**

- 152 • Work with District Engineer to draft documents and policies related to
- 153 easements and easement encroachments for discussion at February
- 154 meeting.

- 155 • Work with District Manager on communicating easement concerns related
- 156 to fence installs to HOAs asap.
- 157 • As part of CDD 101 discussion to occur in February, produce a written
- 158 summary of the districts vendors under a long term or renewing contract
- 159 so the community and Board can understand what is expected of those
- 160 vendors.
- 161 • Work with both HOA’s on hog trapping cost share agreement, then draft
- 162 district’s form of agreement for contract with swine solutions.

District Engineer

- 164 • Work with District Counsel to draft documents and policies related to
- 165 easements and easement encroachments for discussion at February
- 166 meeting.

District Manager

- 167 • Ask solar company to transition butterfly pea island from battery powered
- 168 to solar.
- 169 • Reach out to Lake Co. Community Resource deputy regarding speed on
- 170 the boulevard.
- 171

Down To Earth

- 172 • Provide quote for Butterly Pea.
- 173 • Report on turf condition at pond 13.
- 174 • Cut back Saw palmettos in median near amenity center.
- 175

Steadfast

- 176 • Report on pond bank condition at pond 13.
- 177

NINTH ORDER OF BUSINESS: Next Meeting Quorum Check

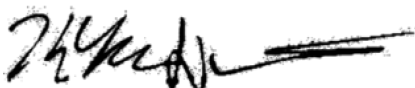
179 *The next Avalon Groves Community Development District meeting is scheduled for 10 a.m. on*
180 *February 22, 2024, at Serenoa Club Amenity Center, 17555 Sawgrass Bay Blvd., Clermont, FL*
181 *34714.*

TENTH ORDER OF BUSINESS: Adjournment

183 On a MOTION by Mr. Mastrangeli, SECONDED by Mr. Weston, WITH ALL IN FAVOR, the
184 Board adjourned the meeting at 12:09 p.m., for Avalon Groves Community Development District.

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

188 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly**
189 **noticed meeting held on February 22, 2024.**



190 _____
191 Kyle Darin, Secretary
192 _____, Assistant Secretary



190 _____
191 William Tyler Flint, Chair
192 Eugene Mastrangeli, Vice Chair