

**MINUTES OF MEETING
AVALON PARK WEST
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Avalon Park West Community Development District held a Regular Meeting on November 19, 2021 at 10:00 a.m., immediately following the adjournment of the Silverado CDD Meeting at the Avalon Park West Amenity Center, 5060 River Glen Boulevard, Wesley Chapel, Florida 33545.

Present were:

Mary Moulton	Chair
Christian Cotter	Vice Chair
Raymond Demby III	Assistant Secretary
Marybel Defillo (via telephone)	Assistant Secretary

Also present, were:

Cindy Cerbone	District Manager
Jamie Sanchez	Wrathell, Hunt and Associates LLC (WHA)
Jere Earlywine	District Counsel
Tonja Stewart (via telephone)	District Engineer
Barry Mazzoni	Operations Manager
Tirria Williams	Access Management
Ryan Zook (via telephone)	Silverado CDD Board Member
David Lione	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 11:06 a.m. Supervisors Cotter, Moulton and Demby were present, in person. Supervisor Defillo was present via telephone. Supervisor Halle was not present.

SECOND ORDER OF BUSINESS

Public Comments

Resident David Lione asked for the extent to which the project with Forestar would impact the Amenity Center and what route the trucks would use to haul the fill. He was

concerned that they would be entering from the back of Hawthorne Village. Ms. Stewart confirmed that the Amenity Center would be closed for safety reasons. She identified the exit route on the map, which showed where trucks would eventually arrive at the Forestar Development. The project will be supervised and areas cleaned up and restored to their original conditions. She would confirm with the Development Team that the impact will strictly be at the Amenity Center and the route is only the main road. The New River CDD would notify Avalon Park CDD homeowners about the facility, road closures and any related changes.

Mr. Lione reported that D.R. Horton was building entrance monuments at the far northwest end of the CDD. He asked where the future connection will go. Ms. Moulton stated that Forestar installed the monuments. An update about the connection would be provided at the next meeting.

THIRD ORDER OF BUSINESS

Consideration of All Done Services, Inc. Rate Increase

Mr. Mazzoni recommended the Board approve the All Done Services, Inc., rate increase, which is nominal. It would go into effect in December and would probably be the last invoice before the CDD janitorial services becomes part of the HOA budget, which was to be approved in January, 2022.

On MOTION by Mr. Cotter and seconded by Mr. Demby, with all in favor, the All Done Services, Inc. Rate Increase and authorizing District Staff to send a letter confirming acceptance, was approved.

FOURTH ORDER OF BUSINESS

Consideration of Stantec Consulting Services Cost Proposal for Preparation of Stormwater Management Needs Analysis

Mr. Earlywine reported that Ms. Stewart was working on the 24-page template and would present a proposal at the next meeting. This item was deferred.

FIFTH ORDER OF BUSINESS

Discussion: Temporary Closure of APW
CDD Amenity Center• **Consideration of Temporary Access and Staging Easement**

Mr. Earlywine presented the Temporary Access and Construction Staging Easement for approval, in substantial form, subject to review by Developer's Counsel.

The following associated with the project was discussed:

- The project would take a few months to complete. It would commence on November 22, 2021 and is expected to be completed at the end of February 2022. The project was scheduled in the winter months to not disrupt summer access to the Amenity Center.
- The Amenity Center may remain open Thanksgiving week, if mobilization is not finalized and Forestar has not yet executed the contract, as it requires several department reviews.
- Access Management was asked stop taking reservations for the Amenity Center. The last event would occur for those scheduled this week. Mr. Halle and Mr. Garrity were reviewing the logistics to determine if the Amenity Center can open from December 10 through December 12, 2021, for a preplanned event, subject to a walkthrough to deem the area safe.
- Mr. Patrick Allen, of Access Management, would remain employed by the CDD.
- Trash collection: A response from the Land Development Department was pending. Ms. Cerbone would be advised about homeowners being able to access the dumpsters during construction. Ms. Cerbone stated she would advise Mr. Mark Vega that this matter is pending.
- Mr. Mazzoni was asked to review the route and give Mr. Cotter suggestions of how to keep trash from being visible and for making the collection process easy for the truck to access.
- Mr. Mazzoni was asked to contact a homeowner to schedule her planned event at the New River facility. Ms. Moulton wanted to see if it is possible to clean up the area so the homeowner can hold her event at Avalon, along with scheduled Avalon Park events.
- Mr. Mazzoni thanked New River CDD Staff for accommodating Avalon Park homeowners' events.
- If opening the Amenity Center is possible, Mr. Cotter was designated to coordinate the on-site walkthrough with Mr. Halle on December 10, 2021, before noon, to determine if the

area is deemed safe to hold the event on December 12, 2021; invites would be sent to Ms. Cerbone, Ms. Defillo and Mr. Allen and Mr. Mazzoni from Access Management.

On MOTION by Mr. Cotter and seconded by Ms. Moulton, with all in favor, the Temporary Access and Construction Staging Easement Agreement with Forestar (USA) Real Estate Group, Inc, in substantial form, subject to review by Developer’s Counsel, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Conveyance Items

Mr. Earlywine stated the following conveyances were due diligence items. He reviewed the conveyance map and its correlation to each of the conveyance items, as it relates to Phase 1 due diligence. The document behind Tab D was included for informational purposes only, as it did not involve the CDD. He was working on the scope of work to attached to the Maintenance Agreement with the HOA. He instructed the Engineer to update the South Florida Water Management (SFWMD) permit, as they need to split and define those ponds that are outside and within the CDD’s boundaries.

Ms. Moulton stated that these items clarify the CDD’s obligations; funds were already included in the budget.

- A. Review of Conveyance Map**
- B. Deed from New River CDD to Avalon Park West CDD**
- C. Deed from Forestar to Avalon Park West CDD**
- D. Deed from Forestar to Avalon Park West HOA (Informational Purposes Only)**
- E. Assignment of Plat Rights**
- F. Consideration of Temporary Construction Easement**

On MOTION by Mr. Cotter and seconded by Mr. Demby, with all in favor, the Deed from New River CDD to Avalon Park West CDD, the Deed from Forestar to Avalon Park West CDD, the Assignment of Plat Rights from New River CDD to Avalon Park West Homeowner’s Association, Inc., and the Temporary Construction Easement, in substantial form, and authorizing the Chair or Vice Chair to execute, was approved.

In response to a question, Mr. Earlywine stated he would follow up with New River CDD regarding any comments to the documents that were just prepared and sent this week. Ms. Cerbone would keep the executed documents at her office until they hear back from Forestar.

SEVENTH ORDER OF BUSINESS

Consideration of CDD/HOA Maintenance Agreement

The CDD/HOA Maintenance Agreement was presented.

On MOTION by Mr. Moulton and seconded by Mr. Cotter, with all in favor, the Maintenance Agreement between the Avalon Park West CDD and the Avalon Park West Homeowners Association, Inc., in substantial form subject to Mr. Earlywine finalizing the scope of work, and authorizing the Chair or Vice Chair to execute, was approved.

EIGHTH ORDER OF BUSINESS

Approval of October 29, 2021 Regular Meeting Minutes

Ms. Cerbone presented the October 29, 2021 Regular Meeting Minutes.

On MOTION by Mr. Cotter and seconded by Mr. Demby, with all in favor, the October 29, 2021 Regular Meeting Minutes, as presented, were approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *KE Law Group, PLLC.*

- **Update: Letter Regarding Spa Warranty Claim**

Mr. Earlywine reported that the General Liability Insurance Carrier for Bob’s Pools and Screens contacted him in response to his letter about resolving the issues with the spa equipment not functioning properly. He and Mr. Halle provided background about the claim and advised him to contact Mr. Mazzoni directly. Mr. Mazzoni had not received any calls as of yesterday. Ms. Cerbone advised that she copied Mr. Mazzoni on an email to the vendor asking why they submitted an invoice, which she would not process.

B. District Engineer: *Stantec Consulting Services*

There was nothing to report.

C. Operations Manager: *Access Management*

Mr. Mazzoni discussed the upcoming Operations Management transition and introduced Ms. Tirria Williams as the HOA Manager and the new CDD Field Operations Manager, effective December 1, 2021. Ms. Williams has worked actively for the CDD over the last six weeks under his guidance and would be working with Mr. Allen in managing the CDD operations. Mr. Mazzoni stated he would continue to be a resource for the CDD, as his new role is with Access Management.

D. District Manager: *Wrathell, Hunt and Associates, LLC*

- **NEXT MEETING DATE: December 17, 2021, *immediately following the adjournment of the Silverado CDD meeting, schedule to commence at 10:00 A.M.***

- **QUORUM CHECK**

Ms. Cerbone reported that the Amenity Center meeting location would be temporarily unavailable for the December 2021 and January and February 2022 CDD meetings.

The Board directed Ms. Cerbone to change the meeting location to the New River CDD Clubhouse and, if any of the dates are not available, she should find an alternate location and advertise accordingly, subject to the Chair’s approval.

Mr. Demby stated he would not attend the December meeting. Ms. Cerbone stated that the December meeting might be cancelled, if there are no urgent matters to address.

TENTH ORDER OF BUSINESS

Board Members’ Comments/Requests

There were no Board Members’ comments or requests.

ELEVENTH ORDER OF BUSINESS

Public Comments

There were no public comments.

TWELFTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Cotter and seconded by Mr. Demby, with all in favor, the meeting adjourned at 11:36 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair