

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

The Board of Supervisors of the Avalon Park West Community Development District held a Public Hearing and Regular Meeting on August 25, 2023 at 10:00 a.m., at the Avalon Park West Amenity Center, 5060 River Glen Boulevard, Wesley Chapel, Florida 33545.

Present were:

Christian Cotter
Mary Moulton
Ty Vincent
Andre Carmack

Chair
Vice Chair
Assistant Secretary
Assistant Secretary

Also present, were:

Cindy Cerbone
Jamie Sanchez
Andrew Kantarzhi
Jere Earlywine (via telephone)
Lori Lansing
Alex Gormley
Diana Chika

District Manager
Wrathell, Hunt and Associates LLC (WHA)
Wrathell, Hunt and Associates LLC (WHA)
District Counsel
Access Management
Access Management
Access Management

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Sanchez called the meeting to order at 10:09 a.m.

Supervisors Cotter, Moulton, Vincent and Carmack were present. Supervisor-Appointee Hart was not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Supervisors Andre Carmack [Seat 1] and Steve Hart [Seat 2] (the following will be provided in a separate package)

Ms. Sanchez stated the Oath of Office was administered to Mr. Carmack prior to the meeting commencing.

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. Membership, Obligations and Responsibilities**
- C. Financial Disclosure Forms**
 - I. Form 1: Statement of Financial Interests**
 - II. Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - III. Form 1F: Final Statement of Financial Interests**
- D. Form 8B: Memorandum of Voting Conflict**

FOURTH ORDER OF BUSINESS

**Public Hearing on Adoption of Fiscal Year
2023/2024 Budget**

- A. Proof/Affidavit of Publication**
- B. Consideration of Resolution 2023-09, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2023 and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date**

On MOTION by Mr. Cotter and seconded by Mr. Vincent, with all in favor, the Public Hearing was opened.

No members of the public spoke.

On MOTION by Mr. Cotter and seconded by Mr. Carmack, with all in favor, the Public Hearing was closed.

Ms. Sanchez presented Resolution 2023-09 and read the title. She briefly reviewed the proposed Fiscal Year 2024 budget, which is the same budget that was presented to the Board at the previous meeting.

On MOTION by Mr. Cotter and seconded by Mr. Vincent, with all in favor, Resolution 2023-09, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2023 and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2023-10, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2023/2024; Providing for the Collection and Enforcement of Special Assessments; Including but not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

Ms. Sanchez presented Resolution 2023-09 and read the title.

On MOTION by and Mr. Carmack seconded by Mr. Cotter, with all in favor, Resolution 2023-10, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2023/2024; Providing for the Collection and Enforcement of Special Assessments; Including but not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of July 31, 2023

On MOTION by Mr. Cotter and seconded by Mr. Carmack, with all in favor, the Unaudited Financial Statements as of July 31, 2023, were accepted.

SEVENTH ORDER OF BUSINESS

Approval of July 28, 2023 Regular Meeting Minutes

On MOTION by Mr. Cotter and seconded by Mr. Carmack, with all in favor, the July 28, 2023 Regular Meeting Minutes, as presented, were approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

Mr. Earlywine reported the following:

- The bond issuance is in process. Staff anticipates the financing to be transferred by the end of the fiscal year.
- Staff is in the process of releasing the debt service reserve funds of \$901,000 from the 2022 bonds; the documents will be transmitted to Board Members for their signatures.

Mr. Earlywine asked about the project completion deadline and the number of homes sold. Mr. Vincent stated site development will be completed by the end of September 2023, certifications should be issued by the County in November 2023 and all homes should be sold in the next year and a half. Mr. Earlywine stated Staff will declare the project complete and go through the project completion process sometime in 2024.

Ms. Cerbone noted, if there are 250 registered voters residing within the CDD, the Board transition process could start by the November 2024 General Election.

- Mr. Earlywine stated the boundary amendment for Avalon Park West CDD needs to be rescinded; this item can be placed on a future agenda.

B. District Engineer: Stantec Consulting Services

There was no report.

C. Operations Manager: Access Management

There was no report.

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

- **NEXT MEETING DATE: September 22, 2023 at 10:00 AM [Adoption of FY2024 Budget]**
 - **QUORUM CHECK**

The next meeting will be on September 22, 2023, unless cancelled.

NINTH ORDER OF BUSINESS

Board Members' Comments/Requests

Ms. Moulton stated, from this point on, Access Management representatives no longer need to attend meetings unless the Board specifically requests it.

Discussion ensued regarding access card issues with Avalon Park West CDD residents utilizing New River amenities and New River residents utilizing Avalon Park West CDD amenities.

Ms. Moulton stated Mr. Mark Vega confirmed that it is everyone's intent for the Interlocal Agreement to remain in place. She asked Ms. Lansing to coordinate with Mr. Vega, resolve the issues and report back to the Board.

TENTH ORDER OF BUSINESS

Public Comments

There were no public comments.

ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Cotter and seconded by Mr. Carmack, with all in favor, the meeting adjourned at 10:21 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair