

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

The Board of Supervisors of the Avalon Park West Community Development District held a Special Meeting on November 17, 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	Chair
Mary Moulton	Vice Chair
Andre Carmack	Assistant Secretary

Also present, were:

Cindy Cerbone	District Manager
Jamie Sanchez	Wrathell, Hunt and Associates LLC (WHA)
Sarah Sandy (via telephone)	District Counsel
Lori Lansing	Access Management
Nick Craniotis	Supervisor-Appointee

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Sanchez called the meeting to order at 10:08 a.m.

Supervisors Cotter, Moulton and Carmack were present. Supervisor Vincent was not 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 Steve Hart [Seat 2] (the following will be provided in a separate package)

As Mr. Hart is not present, this item was deferred.

- 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

Acceptance of Resignation of Supervisor Ty Vincent [Seat 4]; Term Expires November 2026

Ms. Sanchez presented Mr. Ty Vincent’s resignation letter.

On MOTION by Mr. Cotter and seconded by Mr. Carmack, with all in favor, the resignation of Supervisor Ty Vincent, was accepted.

FIFTH ORDER OF BUSINESS

Consider Appointment of Nicholas Craniotis to Fill Unexpired Term of Seat 4

Mr. Nicholas Craniotis was nominated to fill Seat 4. No other nominations were made.

On MOTION by Mr. Carmack and seconded by Mr. Cotter, with all in favor, the appointment of Nicholas Craniotis to Seat 4, was approved.

- **Administration of Oath of Office to Newly Appointed Supervisor**

Ms. Sanchez, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Craniotis. She provided and briefly reviewed the contents of the Supervisor’s packet listed in the Third Order of Business.

Ms. Sandy stated Staff recommends having a separate email address for CDD-related emails and to respond to public records requests, etc. Regarding Form 1, additional information from the Commission on Ethics about the new requirement for CDD Supervisors to attend four

hours of ethics training. District Counsel’s firm will offer a form of online training. She suggested that Mr. Craniotis check the ethics requirement training box on Form 1.

Ms. Cerbone asked Mr. Craniotis to complete Form 8B and stated the following:

“The Form will state that you are a member of the Board of Supervisors of the Avalon Park West CDD and under Chapter 190, Florida Statutes, you are a principal employee and/or a business associate or relative of a Landowner in the District. Decisions potentially affecting the Landowner may come before the Board from time to time, pursuant to Sections 112 through 114(3)(b) Florida Statutes. You understand that you do not have a conflict of interest when voting on such matters and that you are not prohibited from voting on such matters. That said, you are following this disclosure of voting conflict in an abundance of caution and follow the procedures in 112 through 114(3)(b) Florida Statutes, and for the duration of your term and any subsequent terms.”

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2024-01,
Appointing and Removing Officers of the
District and Providing for an Effective date**

Ms. Sanchez presented Resolution 2024-01. Mr. Cotter nominated the following slate:

- | | |
|------------------|---------------------|
| Christian Cotter | Chair |
| Mary Moulton | Vice Chair |
| Andre Carmack | Assistant Secretary |
| Steve Hart | Assistant Secretary |

No other nominations were made. Prior appointments by the Board for Secretary, Treasurer, Assistant Treasurer and Assistant Secretaries Cindy Cerbone and Jamie Sanchez, remain unaffected by this Resolution.

On MOTION by Mr. Cotter and seconded by Mr. Carmack, with all in favor, Resolution 2024-01, Appointing and Removing Officers of the District, as nominated, and Providing for an Effective date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2024-02, Relating to the Amendment of the Budget for the Fiscal Year Beginning October 1, 2022 and Ending September 30, 2023; and Providing for an Effective Date

Ms. Sanchez presented Resolution 2024-02 and read the title.

Ms. Moulton asked what change was made to the budget. Ms. Cerbone stated the change is related to the bond issuance in Fiscal Year 2023. Asked how significant the change was to the assessment amount, Ms. Cerbone stated the assessments cannot be changed once they are set.

Ms. Moulton stated since there is no change in the assessments, she does not have a concern with the amendment.

On MOTION by Mr. Cotter and seconded by Mr. Carmack, with all in favor, Resolution 2024-02, Relating to the Amendment of the Budget for the Fiscal Year Beginning October 1, 2022 and Ending September 30, 2023; and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2024-03, Ratifying, Confirming, and Approving the Sale of the Avalon Park West Community Development District Special Assessment Revenue Bonds, Series 2023 (2023 Project Area); Ratifying, Confirming, And Approving the Actions of the Chairman, Vice Chairman, Treasurer, Secretary, Assistant Secretaries, and All District Staff Regarding the Sale and Closing of the Bonds; Determining Such Actions as Being in Accordance with the Authorization Granted by the Board; Providing a Severability Clause; and Providing an Effective Date

Ms. Sanchez presented Resolution 2024-03 and read the title.

On MOTION by Mr. Cotter and seconded by Mr. Carmack, with all in favor, Resolution 2024-03, Ratifying, Confirming, and Approving the Sale of the Avalon Park West Community Development District Special Assessment Revenue Bonds, Series 2023 (2023 Project Area); Ratifying, Confirming, And Approving the Actions of the Chairman, Vice Chairman, Treasurer, Secretary, Assistant Secretaries, and All District Staff Regarding the Sale and Closing of the Bonds; Determining Such Actions as Being in Accordance with the Authorization Granted by the Board; Providing a Severability Clause; and Providing an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Discussion: Recission of Boundary Amendment

This item was tabled.

TENTH ORDER OF BUSINESS

Discussion: Speeding

Ms. Sanchez reported the following:

- Ms. Lansing contacted Management’s office and reported receiving numerous complaints from residents about speeding in the community.
- She personally spoke with three residents via telephone regarding their concerns and advised them to contact the Pasco County Sheriff’s Department and provide them with videos of speeding vehicles near neighborhood children.
- Ms. Lansing contacted the Sheriff’s Department to see if a town hall meeting can be scheduled to educate residents about what can be done regarding speeding; they will need 90 days’ notice schedule that so Ms. Lansing provided them with the CDD’s January and February meeting.
- Staff invited the Sheriff’s Department to today’s meeting but they could not attend because of the holidays.
- Residents were invited to today’s meeting and provided with copies of the meeting schedule. They were content knowing that speeding would be a discussion item today.

Ms. Cerbone stated Management encounters speeding issues in communities across Florida. She noted that, if a law enforcement officer attends a CDD meeting in response to an

invitation, it is not a town hall meeting; rather, it is governmental meeting, which should attract their attention. It is primarily meant to inform the Board and, secondarily, any members of the public that attend. Oftentimes, the Sheriff’s Department will send a Community Liaison Officer to CDD meetings. She discussed the difference between a CDD meeting and a town hall meeting, advising residents on how best to report suspicious/dangerous activities to the Sheriff’s Department, safety precautions, speed hump installations, traffic studies and the fact that the CDD is not an enforcement agency, its responsibility to share ideas and encourage smart decisions.

Ms. Lansing stated “see it, call it, record it” will be the message that the HOA communicates to residents. She expressed her appreciation for the insight that Management has given.

ELEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of September 30, 2023

On MOTION by Mr. Cotter and seconded by Mr. Carmack, with all in favor, the Unaudited Financial Statements as of September 30, 2023, were accepted.

TWELFTH ORDER OF BUSINESS

Approval of August 25, 2023 Public Hearing and Regular Meeting Minutes

On MOTION by Mr. Carmack and seconded by Mr. Cotter, with all in favor, the August 25, 2023 Public Hearing and Regular Meeting Minutes, as presented, were approved.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: Kutak Rock LLP**
- B. District Engineer: Stantec Consulting Services**

There were no reports from District Counsel or the District Engineer.

- C. Operations Manager: Access Management**

There was no report.

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

- **NEXT MEETING DATE: January 26, 2024 at 10:00 AM**
 - **QUORUM CHECK**

The next meeting will be on January 26, 2024.

FOURTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Member comments or requests.

FIFTEENTH ORDER OF BUSINESS

Public Comments

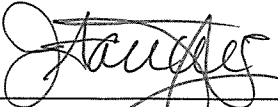
There were no public comments.


SIXTEENTH ORDER OF BUSINESS

Adjournment

<p>On MOTION by Mr. Cotter and seconded by Mr. Carmack, with all in favor, the meeting adjourned at 10:34 a.m.</p>

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair