

**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 April 24, 2026 at 10:00 a.m., or as soon thereafter as the matter may be heard, at the Avalon Park West Amenity Center, 5060 River Glen Boulevard, Wesley Chapel, Florida 33545.

**Present:**

Mary Moulton  
Brandy Kelly  
William “Woody” Hughes

Vice Chair  
Assistant Secretary  
Assistant Secretary

**Also present:**

Cindy Cerbone  
Chris Conti  
Jere Earlywine  
Chloe Rodriguez  
Angel Rodriguez  
Alex Gormley  
John Voss  
Other Members of the Public

District Manager  
Wrathell, Hunt and Associates, LLC  
District Counsel  
Access Management  
Access Management  
Access Management  
Resident/HOA President

The names of all attendees, residents and/or members of the public might not appear in the meeting minutes. If the person did not identify themselves, their name was inaudible or their name did not appear in the meeting notes or on a sign in sheet, the name was not listed.

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 10:14 a.m.

Supervisors Moulton, Hughes, and Kelly were present. Supervisor Cotter was not present. One seat was vacant.

**SECOND ORDER OF BUSINESS**

**Public Comments**

Ms. Cerbone explained the protocols for public comment.

Resident John Voss asked what the CDD used the bond fund for early in the process. He asked if the County participates in anything just outside of the CDD, such as the sewer lines, water lines, and main lines. Mr. Earlywine stated the CDD and/or Developer almost certainly paid for anything within the CDD boundary; the County will not usually install anything. Mr. Voss stated he heard a rumor that the four commercial lots are not going to be part of the CDD. Mr. Earlywine stated that is not correct; the commercial lots will remain within the CDD and be developed as townhomes instead of commercial. Mr. Voss asked about parking for townhomes. Mr. Voss asked about County rezoning of the land. Ms. Cerbone urged him to submit a public records request to the County.

**THIRD ORDER OF BUSINESS**

**Consider Appointment of Qualified Elector to Fill Vacant Seat 2; Term Expires November 2028**

This item was deferred.

- **Administration of Oath of Office to Appointed Supervisor (the following to be provided in a separate package)**
  - Required Ethics Training and Disclosure Filing**
    - **Sample Form 1 2023/Instructions**
- A. Membership, Obligations and Responsibilities**
- B. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- C. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers**

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2026-07, Electing and Removing Officers of the District and Providing for an Effective Date**

This item was deferred.

**FIFTH ORDER OF BUSINESS**

**Consideration Resolution 2026-08, Amending Resolution 2026-05 to Reset the Date, Time, and Location of the Public**

**Hearing Regarding the Adoption of the Rules Relating to Parking Enforcement; Ratifying the Actions of the District Manager to Provide Notice Thereof; and Providing for Severability and an Effective Date**

Ms. Cerbone presented Resolution 2026-08.

**On MOTION by Ms. Moulton and seconded by Ms. Kelly, with all in favor, Resolution 2026-08, Amending Resolution 2026-05 to Reset the Date, Time, and Location of the Public Hearing Regarding the Adoption of the Rules Relating to Parking Enforcement to June 12, 2026 at 10:00 a.m., at the Avalon Park West Amenity Center, 5060 River Glen Boulevard, Wesley Chapel, Florida 33545; Ratifying the Actions of the District Manager to Provide Notice Thereof; and Providing for Severability and an Effective Date, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Consideration Resolution 2026-09, Setting a Public Hearing to Adopt the Amended and Restated Recreational Facilities Rules; and Providing for Severability and an Effective Date**

Ms. Cerbone presented Resolution 2026-09.

**On MOTION by Ms. Moulton and seconded by Ms. Kelly, with all in favor, Resolution 2026-09, Setting a Public Hearing for June 12, 2026 at 10:00 a.m., at the Avalon Park West Amenity Center, 5060 River Glen Boulevard, Wesley Chapel, Florida 33545, to Adopt the Amended and Restated Recreational Facilities Rules; and Providing for Severability and an Effective Date, was adopted.**

**SEVENTH ORDER OF BUSINESS**

**Presentation of Audited Annual Financial Report for the Fiscal Year Ended September 30, 2024, Prepared by Berger, Toombs, Elam, Gaines & Frank**

Ms. Cerbone presented the Audited Financial Report for the Fiscal Year Ended September 30, 2024 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

- A. **Consideration of Resolution 2026-10, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2024**

**On MOTION by Ms. Moulton and seconded by Ms. Kelly, with all in favor, Resolution 2026-10, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2024, was adopted.**

**EIGHTH ORDER OF BUSINESS**

**Consideration of The Pool Attendant Company Agreement for Pool Attendant Services**

Ms. Cerbone presented the Pool Attendant Company Agreement for pool attendant services.

**On MOTION by Ms. Moulton and seconded by Ms. Kelly, with all in favor, the Pool Attendant Company Agreement for Pool Attendant Services, was adopted.**

**NINTH ORDER OF BUSINESS**

**Consideration of Project Related Matters**

Mr. Earlywine presented the following:

- A. **Interlocal Agreement with New River CDD Regarding Stormwater Pond Maintenance**
- B. **Easement with New River CDD for Permit Area**
- C. **Easement with New River CDD for Amenity Ponds**
- D. **Amended & Restated CDD/HOA Maintenance Agreement**
- E. **Termination of Easement (CDD to HOA for River Glen Blvd Ponds)**
- F. **Authorization Regarding WMD Permit Transfer**

**On MOTION by Ms. Moulton and seconded by Ms. Kelly, with all in favor, the Interlocal Agreement with New River CDD Regarding Stormwater Pond Maintenance, Easement with New River CDD for Permit Area, Easement with New River CDD for Amenity Ponds, Amended & Restated CDD/HOA Maintenance Agreement, Termination of Easement (CDD to HOA for River Glen Blvd Ponds), and Authorization Regarding WMD Permit Transfer, all in substantial form, were approved.**

A suggestion was made to send an e-blast notifying residents of who to contact with questions and inquiries when services transfer, such as when the HOA is responsible for something.

**TENTH ORDER OF BUSINESS**

**Discussion/Consideration/Ratification:  
Performance Measures/Standards &  
Annual Reporting Form**

**A. October 1, 2024 - September 30, 2025 [Posted]**

Ms. Cerbone noted that the 2025 Goals and Objectives Reporting was completed.

**B. October 1, 2025 - September 30, 2026**

Ms. Cerbone presented the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards.

**On MOTION by Ms. Moulton and seconded by Ms. Kelly, with all in favor, the 2025 Goals and Objectives Reporting, was ratified; and the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards, were approved.**

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2026-11, Implementing Section 190.006(3), Florida Statutes, And Requesting That the Pasco County Supervisor of Elections Begin Conducting the District’s General Elections; Providing for Compensation; Setting for the Terms of Office; Authorizing Notice of the Qualifying Period; and Providing for Severability and an Effective Date**

Ms. Cerbone presented Resolution 2026-11. Seats 1 and 4, currently held by William “Woody” Hughes and Brandy Kelly, respectively are scheduled for the November 2026 General Election.

**On MOTION by Mr. Moulton and seconded by Ms. Kelly, with all in favor, Resolution 2026-11, Implementing Section 190.006(3), Florida Statutes, And Requesting That the Pasco County Supervisor of Elections Begin Conducting the District’s General Elections; Providing for Compensation; Setting for the Terms**

of Office; Authorizing Notice of the Qualifying Period; and Providing for Severability and an Effective Date, was adopted.

**TWELFTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of March 31, 2026**

On MOTION by Ms. Moulton and seconded by Ms. Kelly, with all in favor, the Unaudited Financial Statements as of March 31, 2026, were accepted.

**THIRTEENTH ORDER OF BUSINESS**

**Approval of October 24, 2025 Public Hearings and Regular Meeting Minutes**

On MOTION by Ms. Moulton and seconded by Ms. Kelly, with all in favor, the October 24, 2025 Public Hearings and Regular Meeting Minutes, as presented, were approved.

**FOURTEENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: Kutak Rock LLP**

Mr. Earlywine stated work is underway to get the permit transferred.

**B. District Engineer: Stantec Consulting Services**

**C. Operations Manager: Access Management**

There were no District Engineer or Operations Manager reports.

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

- **Property Insurance on Vertical Assets**
- **Form 1 Submission and Ethics Training**
- **NEXT MEETING DATE: May 22, 2026 at 10:00 AM [Presentation of FY2027 Proposed Budget]**

○ **QUORUM CHECK**

The next meeting will be on June 12, 2026, instead of May 22, 2026.

**FIFTEENTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

**SIXTEENTH ORDER OF BUSINESS**

**Public Comments**

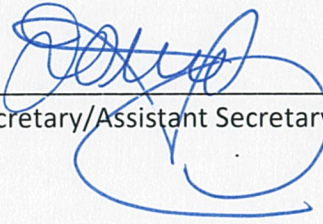
No members of the public spoke.

**SEVENTEENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Ms. Moulton and seconded by Ms. Kelly, with all in favor, the meeting adjourned at 10:37 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair