



Your Community.
Our Commitment.

AVALON GROVES

COMMUNITY DEVELOPMENT DISTRICT

Advanced Workshop Package

Date/Time:
Thursday
September 11, 2025
10:00 a.m.

Location:
Palms at Serenoa Clubhouse
17244 Bay Cedar Way,
Clermont, FL 34714

Note: The Advanced workshop package is a working document and thus all materials are considered DRAFTS prior to presentation and Board acceptance, approval or adoption.



AVALON GROVES

COMMUNITY DEVELOPMENT DISTRICT
c/o Vesta District Services
250 International Parkway, Suite 208
Lake Mary, FL 32746
321-263-0132

Board of Supervisors
Avalon Groves Community Development District

Dear Board Members:

The Workshop of the Board of Supervisors of the Avalon Groves Community Development District is scheduled for **Thursday, September 11, 2025 at 10:00 a.m. at Palms at Serenoa Clubhouse, 17244 Bay Cedar Way, Clermont, FL 34714.**

The advanced copy of the agenda for the meeting is attached along with associated documentation for your review and consideration. Any additional support material will be distributed at the workshop.

Should you have any questions regarding the agenda, please contact the District Manager at (321) 263-0132 X 536 or hbeckett@vestapropertyservices.com.

Sincerely,

Heath Beckett

Heath Beckett
District Manager

CC: Attorney
Engineer
District Records





AVALON GROVES COMMUNITY DEVELOPMENT DISTRICT

Meeting Date: Thursday September 11, 2025

Time: 10:00 a.m.

Location: Palms at Serenoa Clubhouse
17244 Bay Cedar Way
Clermont, FL 34714

***Gate Code for Meeting Access Only: 56143**

Workshop Agenda

*The Workshop is convened to discuss any matters that may come before the Board.
No decisions will be made, nor action taken, on behalf of the CDD at this workshop.*

I. Call to Order

II. Selection of Workshop Secretary

III. Audience Comments

IV. Discussion Items

A. Landscape and Environmental – *Gabriel Ruperez/Carl Weston*

1. Landscape Scoresheets [Exhibit 1](#)
2. PAS Landscape Committee Grievance - Fence/Lawn Edging [Exhibit 2](#)
3. Drafted 2025/2026 Calendar for Landscape Audit and Revised Audit Worksheet [Exhibit 3](#)

B. Amenities and Infrastructure – *John Holden/Gene Mastrangeli*

C. Public Safety – *Carl Weston/Robert Wolski*

D. Finance – *Gene Mastrangeli/Robert Wolski*

E. Other Items

1. Review of Correspondence on CDD Mowing Practices and Fence Line Policy (*Holden*) [Exhibit 4](#)
2. Review of FY 2026 Performance Standards and Measures [Exhibit 5](#)

V. Next Meeting Announcements

Regular Meeting

10:00 a.m. on September 25, 2025

Serenoa Club Amenity Center

17555 Sawgrass Bay Blvd., Clermont, FL 34714

Workshop

10:00 a.m. on October 9, 2025

Palms at Serenoa Clubhouse

17244 Bay Cedar Way, Clermont, FL 34714

VI. Adjournment

EXHIBIT 1



VISUAL INSPECTION AUDIT SHEET

LANDSCAPE MAINTENANCE	SATISFACTORY	UNSATISFACTORY	NOTE / REASON
TURF MOW (grass height, patterns changed, free of grass clumps and landscape debris)	XX		Please make sure all ponds are line trimmed with every service.
TURF FERTILITY (dead/browning grass, nutrient levels tested 2 x yearly, fertilizer streaking)	XX		
TURF EDGING (sidewalks, curbs, pathways, and other paved surfaces, no discharge, no irregular lines)	XX		
WEED CONTROL – TURF AREAS (reasonably free of weeds)	XX		
WEED CONTROL – BED AREAS (reasonably free of weeds)	XX		Some areas along SB need to be sprayed, particularly in the median in front of Palms.
PLANT BED INSECT/DISEASE CONTROL (monitor for pests, disease, fungus)	XX		
PRUNING & TREE TRIMMING (15 feet over roadways, 8 feet sidewalks and elsewhere)	XX		
CLEANLINESS (debris free, leaf litter, landscape debris, grass clippings)	XX		
MULCHING (distributed appropriately, bare areas, recommended is 3")	XX		Part one completed and looks good. Part two to be done in October.
WATER/IRRIGATION MANAGEMENT	XX		Irrigation pipes are not visible on ground. Please remove. If proposal is needed, please bring to next meeting. Particularly by SB/PacificA
PRIOR MAINTENANCE ITEMS ADDRESSED	XX		Several W/O issued by residents about line trimming next to fences. We may need to send out communication.

Location: Edgemont | PAS | V1 | V2 | V3 | Alton Serenoa (V4)

Date: 9/01/25

Auditor: Ruperez, Gabe



EXHIBIT 2

PENDING



EXHIBIT 3

PENDING



EXHIBIT 4



From: Heath Beckett <hbeckett@vestapropertyservices.com>

Sent: Wednesday, August 27, 2025 7:19 AM

To: Natalia0420@yahoo.com

Cc: Justin Sarka <justin.sarka@down2earthinc.com>; Shirley M. Conley

<sconley@vestapropertyservices.com>; Michael P. Bush

<mbush@vestapropertyservices.com>; Seat3 <seat3@avalongrovescdd.com>; Seat1

<seat1@avalongrovescdd.com>

Subject: FW: CDD - Avalon Groves Field Maintenance Request [#162]

Good morning, Natalia

Thank you for sharing your concerns with us. We just talked about this at the last board meeting. It is not the responsibility of the CDD to provide maintenance on residential property. All fences should be placed on residents' property at least 3 – 6 inches from the CDD property, so that would put the fence on the resident's property and the landscaping company should not be mowing/edging/trimming on residential property or against residential property, such as fences. With the fences being on the residents' property, the CDD and CDD landscaping company would have potential liability of damaging private property if they were to encroach on to private residential property.

You are definitely welcome to attend the next board meeting on Thursday September 25th at 10am to discuss with the board.

Thanks,



Your Community.
Our Commitment.

Heath Beckett
District Manager
P. 321.263.0132 x536

Vesta District Services
250 International Pkwy Suite 208,
Lake Mary, FL 32746
www.VestaPropertyServices.com



From: MachForm <mailer@forms-db.com>
Sent: Monday, August 25, 2025 10:36 PM
To: Justin.Sarka@down2earthinc.com <Justin.Sarka@down2earthinc.com>;
sconley@vestapropertyservices.com <sconley@vestapropertyservices.com>;
mbush@vestapropertyservices.com <mbush@vestapropertyservices.com>; Seat3
<Seat3@avalongrovescdd.com>; Seat1 <Seat1@avalongrovescdd.com>
Subject: CDD - Avalon Groves Field Maintenance Request [#162]

Your Name	Natalia Salazsr
Address	3602 Meadow Beauty Wsy
Email	Natalia0420@yahoo.com
Maintenance Category	Landscape and Irrigation
Located in/along	- Palms at Serenoa
Landscape/Irrigation - Specifically:	- Grass & Mowing
Message The back of my fence is not being cut. They drive past cutting the grass and no one cares that the fence's grass is tall.	
Terms and Conditions Please read the Terms and Conditions prior to communicating electronically.	
Acceptance	- I have read and agree with the Terms and Conditions.



From: Heath Beckett <hbeckett@vestapropertyservices.com>

Sent: Wednesday, August 27, 2025 7:22 AM

To: Tracey@guidingyoureverymove.com

Cc: Justin Sarka <justin.sarka@down2earthinc.com>; Shirley M. Conley

<sconley@vestapropertyservices.com>; Michael P. Bush

<mbush@vestapropertyservices.com>; Seat3 <seat3@avalongrovescdd.com>; Seat1

<seat1@avalongrovescdd.com>

Subject: FW: CDD - Avalon Groves Field Maintenance Request [#163]

Good morning, Tracey

Thank you for sharing your concerns with us. We just talked about this at the last board meeting. It is not the responsibility of the CDD to provide maintenance on residential property. All fences should be placed on residents' property at least 3 – 6 inches from the CDD property, so that would put the fence on the resident's property and the landscaping company should not be mowing/edging/trimming on residential property or against residential property, such as fences. With the fences being on the residents' property, the CDD and CDD landscaping company would have potential liability of damaging private property if they were to encroach on to private residential property.

You are definitely welcome to attend the next board meeting on Thursday September 25th at 10am to discuss with the board.

Thanks,



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Heath Beckett
District Manager
P. 321.263.0132 x536

Vesta District Services
250 International Pkwy Suite 208,
Lake Mary, FL 32746
www.VestaPropertyServices.com



From: MachForm <mailer@forms-db.com>

Sent: Tuesday, August 26, 2025 12:44 AM

To: Justin.Sarka@down2earthinc.com <Justin.Sarka@down2earthinc.com>;
sconley@vestapropertyservices.com <sconley@vestapropertyservices.com>;
mbush@vestapropertyservices.com <mbush@vestapropertyservices.com>; Seat3
<Seat3@avalongrovescdd.com>; Seat1 <Seat1@avalongrovescdd.com>

Subject: CDD - Avalon Groves Field Maintenance Request [#163]

Your Name

TRACEY WALKER

Address

3664 Beautyberry Way

Email

Tracey@guidingyoureverymove.com

Maintenance Category

Landscape and Irrigation

Located in/along

- Palms at Serenoa

Message

Trimming around the pond edge and up against the fences is way overgrown.
The pond behind homes on Beautyberry and BLue Sage Loop
is the one I am referring to.

Terms and Conditions

Please read the [Terms and Conditions](#) prior to communicating electronically.

Acceptance

- I have read and agree with the Terms and
Conditions.



From: Heath Beckett <hbeckett@vestapropertyservices.com>

Sent: Wednesday, September 3, 2025 4:31 PM

To: Shannon Bernard <SBernard@lelandmanagement.com>; Josie <josieatpas@gmail.com>

Cc: Ken Lee <kenleepas@gmail.com>; Carl Westy <carlwesty1983@yahoo.com>; Robert Wolski <robjwol59@gmail.com>; John <jhnkng@gmail.com>; Jasmin Correa <JCorrea@lelandmanagement.com>

Subject: RE: CDD Mowing Practices and Fence Line Policy Concerns

Good afternoon, Shannon

I spoke with Gene today. I misspoke earlier when I said the fences should be back 2"-3" from the CDD property line. What Gene said was that a fence should not be more than 12" in to the property. That most residents want the fence on the property line. I apologize for my miscommunication/misunderstanding.

We also spoke about the trimming around the fences. Gene explained that prior to DTE, Yellowstone was trimming up to the fences. He explained to me that at some point, not exactly sure the exact date, the CDD board decided to not have the landscaping trim up against the fences and only cut about 3" away from the fence due to liability reasons.

I do believe that the board is going to discuss this more at the workshop so that hopefully there will be some sort of resolution, either way, that can be discussed at the next regular board meeting.

Thanks,

Heath Beckett

District Manager

P. 321.263.0132 x536





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Vesta District Services

250 International Pkwy Suite 208,
Lake Mary, FL 32746

www.VestaPropertyServices.com



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From: Heath Beckett <hbeckett@vestapropertyservices.com>

Sent: Tuesday, September 2, 2025 4:55 PM

To: Shannon Bernard <SBernard@lelandmanagement.com>; Josie <josieatpas@gmail.com>

Cc: Ken Lee <kenleepas@gmail.com>; Carl Westy <carlwesty1983@yahoo.com>; Robert Wolski <robjwol59@gmail.com>; John <jhnkng@gmail.com>; Jasmin Correa <JCorrea@lelandmanagement.com>

Subject: RE: CDD Mowing Practices and Fence Line Policy Concerns

Thank you, Shannon

I will work with the board to see what we can do to try and rectify this. I have spoken to Gene Mastrangeli and we are going to get together tomorrow to review this some more.

Thanks,



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Heath Beckett
District Manager
P. 321.263.0132 x536

Vesta District Services
250 International Pkwy Suite 208,
Lake Mary, FL 32746
www.VestaPropertyServices.com

From: Shannon Bernard <SBernard@lelandmanagement.com>

Sent: Tuesday, September 2, 2025 3:35 PM

To: Heath Beckett <hbeckett@vestapropertyservices.com>; Josie <josieatpas@gmail.com>

Cc: Ken Lee <kenleepas@gmail.com>; Carl Westy <carlwesty1983@yahoo.com>; Robert Wolski <robjwol59@gmail.com>; John <jhnkng@gmail.com>; Jasmin Correa <JCorrea@lelandmanagement.com>

Subject: Re: CDD Mowing Practices and Fence Line Policy Concerns

Good afternoon Heath,

The only restriction the HOA is aware of is for fences being placed on access easements, in which they would need approval from the CDD prior, via an easement encroachment request. I've not heard of the fences needing to be several inches in from CDD property and that is not in our ARC guidelines.



I understand why the CDD/DTE would not want to maintain the fence lines, however they have been maintained for years so we are all a little confused as to why the sudden change.

If the Board can reconsider or we can come up with some kind of solution by the next meeting, that would be great.

Thank you,



Shannon Bernard, Community Association Manager, CMCA

Palms at Serenoa

17244 Bay Cedar Way, Clermont, FL 34714

Phone: (407) 781-0770

Email: SBernard@lelandmanagement.com

Website: www.LelandManagement.com

Resident Support questions -

residentsupport@lelandmanagement.com

From: Heath Beckett <hbeckett@vestapropertyservices.com>

Sent: Tuesday, September 2, 2025 3:21 PM

To: Josie <josieatpas@gmail.com>

Cc: Shannon Bernard <SBernard@lelandmanagement.com>; Ken Lee <kenleepas@gmail.com>; Carl Westy <carlwesty1983@yahoo.com>; Robert Wolski <robjwol59@gmail.com>; John <jhnkng@gmail.com>

Subject: RE: CDD Mowing Practices and Fence Line Policy Concerns

Good afternoon, Josie

Thank you for sending over your concerns.

As for the mowing and Bahia, I will talk to our landscaping company and see if there is anything that they can do to try and mitigate the amount of grass that is going towards the residents, POA areas and ponds.

It is the understanding of the board that when the fence's are approved they should be approved a minimum of 3"-6" back from the CDD property line. If this is incorrect, please let me know and we will discuss further at the next board meeting. We are not saying that residents are having to move their fence, we are only saying that the fence is on the

residents property and the fence is property of the resident and the CDD would not be responsible for trimming/edging around fences that on our residential property.

The board did discuss this at the last board meeting. If you feel that the board has misunderstood something, please share with me and I will be happy to bring it back to the board at the next meeting in September.

Thanks,



Your Community.
Our Commitment.

Heath Beckett
District Manager
P. 321.263.0132 x536
Vesta District Services
250 International Pkwy Suite 208,
Lake Mary, FL 32746
www.VestaPropertyServices.com

From: Josie <josieatpas@gmail.com>
Sent: Monday, September 1, 2025 6:14 PM
To: Heath Beckett <hbeckett@vestapropertyservices.com>
Cc: Shannon Bernard <SBernard@lelandmanagement.com>; Ken Lee <kenleepas@gmail.com>; Carl Westy <carlwesty1983@yahoo.com>; Robert Wolski <robjwol59@gmail.com>; John <jhnkng@gmail.com>
Subject: CDD Mowing Practices and Fence Line Policy Concerns

CDD Board,
I'd like to raise a few ongoing concerns regarding CDD maintenance practices that are directly impacting PAS property and homeowners.

Mowing and Bahia Seed Dispersal When the CDD mows adjacent areas, they are inadvertently blowing Bahia seeds and other debris onto PAS property. This has resulted in an increase in weeds and Bahia grass growth in homeowners' yards, creating additional maintenance burdens. Additionally, grass clippings are being blown into the pond during mowing, contributing to its deteriorating condition. Our last service was on 8/28, and the impact is still visible. It's unclear why PAS should bear the cost of remediating issues caused by CDD operations.

Fence Line Mowing Policy We've recently learned that the CDD has not been mowing behind fences located along the property line for the past year when they are on property. However, this change was never formally communicated to PAS or its residents. The only documentation we've seen is a letter sent to a homeowner stating that fences must be placed 3–6 inches inside the property line. This raises several questions:

Who made this decision, and when was it implemented?



Why was this not disclosed during initial planning or in any official contract?

What recourse do homeowners have if they are now being asked to relocate fences that have been in place for over two years?

I believe these issues warrant immediate review. If left unaddressed, we may see increased frustration from homeowners and potential requests for reimbursement related to fence relocation.

Looking forward to your thoughts and guidance on how best to proceed.

Best regards, Josie McQueen Landscape Chair Palms at Serenoa HOA

Josie McQueen
Landscape Chair



Shirley M. Conley

From: Seat2 <Seat2@avalongrovescdd.com>
Sent: Tuesday, September 2, 2025 10:24 AM
To: josieatpas@gmail.com
Cc: Marvin Stockert; Dave Cramer; Ken Lee; Steve McQueen; Heath Beckett; Shirley M. Conley
Subject: Email of Heath Beckett concerning CDD Mowing Practices and Fence Line Policy

Ms. McQueen,

Good morning. I'm in receipt of your September 1, 2025, email concerning the above captioned matter. I share your concerns and will endeavor to ensure all aspects are addressed instantly and to your full and complete satisfaction. Your reputation as a competent and well-respected advocate proceeds you. As the Chairman of the Landscape Committee for the Palms at Serenoa (hereinafter PAS) community, I feel confident you speak for the PAS HOA and the whole community, at this juncture.

I stand behind Mr. Beckett. He is the employee assigned by our management company, Vesta Property Services, Inc., to manage the day-to-day operation of the Avalon Groves Community Development District (hereinafter CDD). The CDD board is responsible for anything done by him, specifically his email captioned above and displayed in part below. That being said, I first saw Mr. Beckett's missive in your email. I feel you are not pleased with his email which troubles me greatly. The email is as follows and taken from your notice in verbatim:

"We just talked about this at the last board meeting. It is not the responsibility of the CDD to provide maintenance on residential property. All fences should be placed on residents' property at least 3 – 6 inches from the CDD property, so that would put the fence on the resident's property and the landscaping company should not be mowing/edging/trimming on residential property or against residential property, such as fences. With the fences being on the residents' property, the CDD and CDD landscaping company would have potential liability of damaging private property if they were to encroach on to private residential property.

You are definitely welcome to attend the next board meeting on Thursday September 25th at 10am to discuss with the board.

Heath Beckett
District Manager
Vesta District Services"

As you know, the law prevents me from directly communicating with any of the other board members of the CDD concerning CDD matters, except at meetings properly noticed to the public. You may share this letter with them and the community so they may be aware of what has transpired. Only the full board may fully resolve all your concerns to your complete satisfaction.

I would like you to delineate in detail how the CDD can best modify our policy and procedures to satisfy the needs of your community. I will then bring this matter before the board at our next meeting. I have also directed this matter to be placed on the agenda for the next board meeting, our monthly workshop. The details are as follows: CDD Board Workshop, 9/11/2025, Thursday, at the Palms at Serenoa Clubhouse,

17244 Bay Cedar Way, Clermont, FL 34714 10:00 AM - 11:00 AM. I would like you to kindly inform your community of same and hopefully your schedule will allow you and others to attend.

If a PAS community member has any landscape or infrastructure concern, they can visit the CDD website at <https://www.avalongrovescdd.org/>. It is the policy of the CDD board, to my knowledge and belief, to start the resolution process through the filing of a Field Service Request, also known as a "CDD - Avalon Groves Field Maintenance Request." If this does not solve the matter, I am available to you and the community 24\7 for any concern, big or small. Please do not hesitate to reach out as you wish.

Finally, I have asked that all future emails to any CDD member be copied to me to ensure I am apprised of what our management is doing and saying as is my fiduciary duty.

Sincerely,



John Holden
Seat 2, Supervisor
Avalon Groves CDD
250 International Parkway, Suite 208,
Lake Mary, FL 32746
Seat2@avalongrovescdd.com
407-434-1460

District Communications Reminder: Florida has a very broad public records law. Your email and all other communications may be subject to public disclosure. This communication is not intended to, nor may it, communicate Avalon Groves CDD Board policy.

TO AVOID A POTENTIAL SUNSHINE LAW VIOLATION DO NOT "REPLY ALL" whenever prudent to this email and reply directly to the person you wish to contact. If you have questions or comments, please direct them to the sending party and/or pertinent staff members only. I am not a licensed or practicing lawyer in Florida and I do not hold myself out as same. This E-mail message is confidential, intended only for the named recipient(s) above, and may contain information that is privileged or otherwise protected by applicable law. If you have received this message in error, please notify the sender at this email and at 407-434-1460. Then delete this E-mail message instantly. Thank you.

EXHIBIT 5



**Avalon Groves
Community Development District
Performance Measures/Standards
& Annual Reporting Form
October 1, 2025 – September 30, 2026**

1. Community Communication and Engagement

Goal 1.1: Public Meetings Compliance

Objective: Hold at least three regular Board of Supervisor meetings per year to conduct CDD related business and discuss community needs.

Measurement: Number of public board meetings held annually as evidenced by meeting minutes and legal advertisements.

Standard: A minimum of three board meetings were held during the Fiscal Year.

Achieved: Yes ☐ No ☐

Goal 1.2: Notice of Meetings Compliance

Objective: Provide public notice of each meeting at least seven days in advance, as specified in Section 190.007(1), using at least two communication methods.

Measurement: Timeliness and method of meeting notices as evidenced by posting to CDD website, publishing in local newspaper and via electronic communication.

Standard: 100% of meetings were advertised with at least 7 days notice per statute on at least two mediums (i.e., newspaper, CDD website, electronic communications).

Achieved: Yes ☐ No ☐

Goal 1.3: Access to Records Compliance

Objective: Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly CDD website checks.

Measurement: Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management's records.

Standard: 100% of monthly website checks were completed by District Management.

Achieved: Yes ☐ No ☐



Avalon Groves Community Development District
Performance Measures/Standards & Annual Reporting Form
October 1, 2025 – September 30, 2026

2. Infrastructure and Facilities Maintenance

Goal 2.1: Field Management and/or District Management Site Inspections

Objective: Field manager and/or district manager will conduct inspections per District Management services agreement to ensure safety and proper functioning of the District's infrastructure.

Measurement: Field manager and/or district manager visits were successfully completed per management agreement as evidenced by field manager and/or district manager's reports, notes or other record keeping method.

Standard: 100% of site visits were successfully completed as described within district management services agreement

Achieved: Yes ☐ No ☐

Goal 2.2: District Infrastructure and Facilities Inspections

Objective: District Engineer will conduct an annual inspection of the District's infrastructure and related systems.

Measurement: A minimum of one inspection completed per year as evidenced by district engineer's report related to district's infrastructure and related systems.

Standard: Minimum of one inspection was completed in the Fiscal Year by the district's engineer.

Achieved: Yes ☐ No ☐

3. Financial Transparency and Accountability

Goal 3.1: Annual Budget Preparation

Objective: Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 15 each year.

Measurement: Proposed budget was approved by the Board before June 15 and final budget was adopted by September 15 as evidenced by meeting minutes and budget documents listed on CDD website and/or within district records.

Standard: 100% of budget approval & adoption were completed by the statutory deadlines and posted to the CDD website.

Achieved: Yes ☐ No ☐



**Avalon Groves Community Development District
Performance Measures/Standards & Annual Reporting
Form October 1, 2025 – September 30, 2026**

Goal 3.2: Financial Reports

Objective: Publish to the CDD website the most recent versions of the following documents: Annual audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

Measurement: Annual audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the CDD's website.

Standard: CDD website contains 100% of the following information: Most recent annual audit, most recent adopted/amended fiscal year budget, and most recent agenda package with updated financials.

Achieved: Yes ☐ No ☐

Goal 3.3: Annual Financial Audit

Objective: Conduct an annual independent financial audit per statutory requirements and publish the results to the CDD website for public inspection, and transmit to the State of Florida.

Measurement: Timeliness of audit completion and publication as evidenced by meeting minutes showing board approval and annual audit is available on the CDD's website and transmitted to the State of Florida.

Standard: Audit was completed by an independent auditing firm per statutory requirements and results were posted to the CDD website and transmitted to the State of Florida.

Achieved: Yes ☐ No ☐

Chair/Vice Chair: _____

Print Name: _____

Avalon Groves Community Development District

Date: _____

District Manager: _____

Print Name: _____

Avalon Groves Community Development District

Date: _____

