

**MINUTES OF MEETING  
ASTONIA  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Astonia Community Development District was held Wednesday, **May 12, 2021** at 1:00 p.m. at 4900 Dundee Rd., Winter Haven, Florida.

Present and constituting a quorum:

Brian Walsh  
Halsey Carson  
Brent Elliott

Vice Chair  
Assistant Secretary  
Assistant Secretary

Also present were:

Jill Burns  
Michelle Rigoni  
Dennis Wood *via Zoom*  
Bob Gang *via Zoom*  
Ashton Bligh *via Zoom*

District Manager, GMS  
Hopping Green & Sams  
Engineer  
Greenberg  
Greenberg

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Burns called the meeting to order and called the roll. Three Supervisors were present constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

There were no members of the public present for the meeting.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the April 14, 2021  
Board of Supervisors Meeting**

Ms. Burns asked for any questions, comments, or corrections to the April 14, 2021 meeting minutes. Hearing no changes, she asked for a motion to approve.

On MOTION by Mr. Walsh, seconded by Mr. Elliott, with all in favor, the Minutes of the April 14, 2021 Board of Supervisors Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Presentation of First Amendment to the Engineer's Report**

Michelle Rigoni started a brief overview of the updated Engineer's Report. Mr. Woods joined the meeting. Ms. Rigoni asked Mr. Woods if the report was consistent with the prior Master Capital Improvement Plan that was previously adopted. Mr. Woods replied yes. She also asked if the cost were reasonable for the project of this size and scope. Mr. Woods replied yes. She asked if there was any reason it could not be carried out, which Mr. Woods replied no. It was asked about a recently received change order on \$100,000 increase and what it reflected. Ms. Burns responded the if it was not issued over the Master Lien amount, they would be fine.

On MOTION by Mr. Elliot, seconded by Mr. Walsh, with all in favor, the First Amendment to the Engineer's Report, was approved.

**FIFTH ORDER OF BUSINESS**

**Presentation of Amended and Restated Master Assessment Methodology**

Ms. Burns noted the Masters Assessment Methodology was issued on February 13, 2020. Since that time there have been extensions to add new parcels including the 332 lots in Astoria North to the boundary amendment. Ms. Burns reviewed the tables of the Assessment Methodology report to include the Development program that includes single family 40' lots with an ERU of .8, and single family 50' lots with an ERU of .1. totaling 1,013 units in the District. The cost estimate is \$25,920,000. The par debt for the 40' would be \$28,725 and for the 50' lots would be \$35,907. The net par annual assessment on a 40' lot is \$2,087 and the 50' lot would be \$2,609. Ms. Rigoni asked for the record if the benefit received by the parcels was greater than or equal to the assessment burden being placed on the parcels by the improvement costs, to which Ms. Burns answered yes. Ms Rigoni asked for the record if the assessments were fairly and reasonably apportioned across the various product types, to which Ms. Burns answered yes.

On MOTION by Mr. Elliott, seconded by Mr. Walsh, with all in favor, the Amended and Restated Master Assessment Methodology, was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-07  
Declaring Special Assessments on  
Boundary Amendment Parcel**

Ms. Burns stated that a notice on boundary amendment parcel would be sent. This starts the assessment process and the findings.

On MOTION by Mr. Elliott, seconded by Mr. Walsh, with all in favor, Resolution 2021-07 Declaring Special Assessment son Boundary Amendment Parcel, was approved as amended.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-08  
Setting a Public Hearing on the Imposition  
of Special Assessments on Boundary  
Amendment Parcel**

Ms. Burns recommended the Public Hearing Date for Wednesday, July 14, 2021, at 1:00 PM. At the regular meeting location. This requires a 30-day mailed notice to all landowners. We must have 3 Board members in attendance.

On MOTION by Mr. Elliott, seconded by Mr. Walsh, with all in favor, Resolution 2021-08 Setting a Public Hearing on the Imposition of Special Assessment on Boundary Amendment Parcel for July 14, 2021 at 1:00, was approved as amended.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-09  
Setting a Public Hearing Expressing the  
District's Intent to Utilize the Uniform  
Method of Levying, Collecting, and  
Enforcing Non-Ad Valorem Assessments  
on Boundary Amendment Parcel**

Ms. Burns suggested holding this hearing on the same date, Wednesday, July 14, 2021, at 1:00 PM at the regular meeting location.

On MOTION by Mr. Elliott, seconded by Mr. Walsh, with all in favor, Resolution 2021-09 Setting a Public Hearing on July 14, 2021 at 1:00 at 4900 Dundee Road, Winter Haven, FL 33884 Expressing the District's Intent to Utilize the Uniform Method of Levying,

Collecting, and Enforcing Non-Ad Valorem Assessment on Boundary Amendment Parcel, was approved.

**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-10  
Delegation Resolution**

Ms. Bligh reviewed the Delegation Resolution and stated this was contemplated when the Board adopted the original resolution last year. This resolution contains documents as exhibits to sell two series of bonds, the 2<sup>nd</sup> and 3<sup>rd</sup> series of bonds. The parameters for the bonds, the aggregate principal amount of the bonds will not exceed \$18,000,000. The principal amortization period is no longer than 30 years. The price shall not exceed 98% of aggregate face amount of bonds. The Public Hearing date will be added to the report.

On MOTION by Mr. Elliott, seconded by Mr. Walsh, with all in favor, Resolution 2021-10 Delegation Resolution, was approved.

**TENTH ORDER OF BUSINESS**

**Consideration of Developer Agreements  
(AA2 Project)**

Ms. Burns noted these agreements are the same for both the AA2 project and the North Parcel AA project, so the Board will make 2 motions on the same information.

**A. True-Up Agreement**

Ms. Burns noted this confirms the Developers intention and obligation is required to make Tru-up payments related to the Assessment Area.

**B. Completion Agreement**

Ms. Burns stated this agreement since the Developer has requested that the District limit the amount of debt assessments opposed on the project. And this allows the Developer to fund a portion of the project not funded from the bonds for that assessment area.

**C. Acquisition Agreement**

Ms. Burns noted this agreement if the District desires to acquire some of the work project or improvement and accept assignment of certain agreements.

**D. Collateral Assignment Agreement**

Ms. Burns noted that in the event of default in the payment of the bonds for the assessment area, the Developer can assign Developer rights to the District that allows the District to enable a 3<sup>rd</sup> party to complete the project.

**E. Declaration of Consent**

Ms. Burns noted the agreement the Landowner confirms and agrees that the debt assessments have been adopted by the Board in accordance with Florida law, and the District has taken all action necessary to levy and impose the assessment area and they are legal, valid and binding.

On MOTION by Mr. Elliott, seconded by Mr. Walsh, with all in favor, Consideration of Developer Agreements for Assessment Area 2 Project, was approved in substantial form.

**Consideration of Developer Agreements  
(North Parcel AA Project)**

- A. True-Up Agreement**
- B. Completion Agreement**
- C. Acquisition Agreement**
- D. Collateral Assignment Agreement**
- E. Declaration of Consent**

On MOTION by Mr. Elliott, seconded by Mr. Walsh, with all in favor, Consideration of Developer Agreements for North Parcel Assessment Area Project, was approved in substantial form.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-11  
Approving the Proposed Fiscal Year 2022  
Budget (Suggested Date: August 11, 2021),  
Declaring Special Assessments, and  
Setting the Public Hearings on the Fiscal  
Year 2022 Budget and the Imposition of  
Operations & Maintenance Assessment**

Ms. Burns noted this was the first time we are levying an O&M Assessment in this District and we are completely Developer funded. She reviewed the budget attached to the Resolution.

Changes included the added field services, landscaping maintenance, and amenity services as they are anticipated coming online sometime throughout the fiscal year. The total for field is \$145,000. The amenity services opening is estimated from March – May 2022. Exact plans are not made for this facility, and these are estimates. Platted lots are estimated at 191 lots in Phase 1, and they receive a greater benefit than the unplatted areas. We will cap assessments at \$725 for the upcoming year. That would generate \$128,781.75 for on roll assessments. The Developer contribution amount funding the remainder of the budget. A deficit funding agreement will be in place at the time of budget adoption. Ms. Burns suggested the Public Hearing be set for Wednesday, August 11, 2021, at 1:00 p.m. at the regular meeting location, 4900 Dundee Road, Winter Haven, Florida.

On MOTION by Mr. Elliott, seconded by Mr. Walsh, with all in favor, Resolution 2021-11 Approving the FY 2022 Budget and Setting the Public Hearing on Budget and Declaring Imposition of O&M Assessments for August 11, 2021 at 1:00a.m. at 4900 Dundee Road, Winter Haven, FL 33884, was approved.

**THIRTEENTH ORDER OF BUSINESS Staff Reports**

**A. Attorney**

Ms. Rigoni had nothing further to report.

**B. Engineer**

Mr. Wood had nothing further to report.

**C. District Manager's Report**

**i. Approval of Check Register**

Ms. Burns presented the check register included in the agenda package totaling \$23,719.41 through March 1- May. The Board had no questions on the check register.

On MOTION by Mr. Elliott, seconded by Mr. Walsh, with all in favor, the Check Register totaling \$23,719.41, was approved.

**ii. Balance Sheet & Income Statement**

Ms. Burns stated the financial packets are included in the package.

**iii. Presentation of Registered Voters – 0**

Ms. Burns stated there is a requirement by statute to determine the number of registered voters within the District as of April 15<sup>th</sup> of each year. There are currently no registered voters within the Astoria District. Suggested date for pre-closing was discussed for July.

**FOURTEENTH ORDER OF BUSINESS**

**Other Business**

There was a brief discussion about tax bill timelines.

**FIFTEENTH ORDER OF BUSINESS**

**Supervisor's Requests and Audience  
Comments**

There being none, the next item followed.

**SIXTEENTH ORDER OF BUSINESS**

**Adjournment**

Ms. Burns adjourned the meeting.

On MOTION by Mr. Walsh, seconded by Mr. Elliott, with all in favor, the meeting was adjourned.
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Secretary/Assistant Secretary

  
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Chairman/Vice Chairman