

**MINUTES OF MEETING  
ASTONIA  
COMMUNITY DEVELOPMENT DISTRICT**

The Regular meeting of the Board of Supervisors of the Astonia Community Development District was held Thursday, **February 13, 2020** at 1:00 p.m. at 4900 Dundee Rd., Winter Haven, Florida 33884.

Present and constituting a quorum:

Reggie Baxter	Chairman
Brian Walsh <i>via phone</i>	Vice Chairman
Milton Andrade	Assistant Secretary
Halsey Carson	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Michelle Rigoni	Hopping Green & Sams
Bob Gang <i>via phone</i>	Greenberg Traurig
Dennis Wood <i>via phone</i>	Wood & Associates Engineering

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Burns called the meeting to order and called the roll.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

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

**THIRD ORDER OF BUSINESS**

**Consideration of Resolution 2020-27  
Updated Bond Resolution**

Mr. Gang stated that on January 9<sup>th</sup> the district adopted Resolution 2019-24 which authorized a not to exceed of \$16,750,000 of bonds based on the Engineer's Report at that time. The CIP has been revised upwards, to over \$18,000,000. This resolution increases the aggregate principal amount of \$16,750,000 to \$23,500,000. In addition to redoing everything that the original resolution authorized, it also rescinds Resolution 2019-24. He noted that this also ratifies prior actions that District Counsel has taken filing for bond validation.

On MOTION by Mr. Baxter, seconded by Mr. Andrade, with all in favor, Resolution 2020-07 Updating Prior Bond Resolution, was approved.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2020-28  
Declaring Special Assessments**

Ms. Burns noted there were two exhibits to the resolution, first the Engineer’s Report then the Master Assessment Methodology. She asked Mr. Wood to review the Engineer’s Report.

Mr. Wood briefly reviewed the updated Engineer’s Report. He noted the change from the prior report was to include some additional offsite costs that were not included originally.

Ms. Rigoni asked Mr. Wood if the cost estimates included in the Engineer’s Report were reasonable for the project of the size and scale. Mr. Wood answered yes. Ms. Rigoni asked if there was any reason for him to believe the district could not carry out the project at this time. Mr. Wood answered no.

Ms. Burns briefly reviewed the updated Master Assessment Methodology. The assessment report allocates debt to the properties based on the special benefit that they receive from the Capital Improvement Plan that Mr. Wood previously reviewed. The assessment report will be supplemented with one or more supplemental methodologies to reflect the actual terms and conditions at the time of bond issuance. Table 1 outlines the development plan of 681 units. ERU unit for the 40’ lot is .8 and the single family 50’ lot is 1. Table 2 is the Capital Improvement Plan. Table 3 shows a bond sizing of \$23,500,000 necessary in order to generate the construction proceeds necessary for the Capital Improvement Plan. Table 4 shows the improvement cost per unit. Table 5 outlines the par debt per unit. For the single family 40’ lot it is \$30,167 and for the single family 50’ lot it is \$37,709. Table 6 shows the net and gross annual debt assessment. The gross assessment is to include fees for collection and early payment discounts from the Polk County tax bill. The gross amount for the 40’ lot would be \$2,357 and for the 50’ lot it would be \$2,946. Table 7 is the preliminary assessment roll which allocates all the debt to the parcels in the community based on acreage.

Ms. Rigoni asked Ms. Burns if the lands subject to the Special Assessments receive special benefits at least equal to or in excess of the assessments levied on the lands. Ms. Burns answered yes. Ms. Rigoni asked if the assessments are reasonably and fairly allocated among the properties

receiving such special benefits based on the benefits that they receive as set forth in the Assessment Methodologies including the two ERU values. Ms. Burns answered yes.

Ms. Rigoni stated that Resolution 2020-28 recites that the board previously determined to undertake the improvements outlined in the Engineer’s Report and due to the development changes and the increase in the cost of improvements they are rescinding the prior declaring assessment resolution and readopting and restarting the assessments process again based on the new numbers. The board had no questions for Ms. Rigoni.

On MOTION by Mr. Andrade, seconded by Mr. Baxter, with all in favor, Resolution 2020-28 Declaring Special Assessments, was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2020-29  
Setting a Public Hearing on the Imposition  
of Special Assessments**

Ms. Burns suggested March 26<sup>th</sup> at 1:00 p.m.

On MOTION by Mr. Baxter, seconded by Mr. Andrade, with all in favor, Resolution 2020-29 Setting a Public Hearing on the Imposition of Special Assessments for March 26<sup>th</sup> at 1:00 p.m., was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2020-30  
Adopting an Internal Controls Policy**

Ms. Burns stated that the district is statutorily required to establish and maintain an Internal Controls Policy designed to detect fraud, waste, and abuse.

On MOTION by Mr. Baxter, seconded by Mr. Andrade, with all in favor, Resolution 2020-30 Adopting an Internal Controls Policy, was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Website Services  
Agreement with VGlobal**

Ms. Burns noted that the board approved the VGlobal quote at the last meeting, this is just the form of agreement that counsel drafted.

On MOTION by Mr. Baxter, seconded by Mr. Andrade, with all in favor, the Website Agreement with VGlobal, was approved.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Rigoni stated that the bond validation was pushed back a couple weeks. They have not set a public hearing date yet. Once it is validated, they will have to wait 30 days, to account for an appeal period, to issue bonds.

**B. Engineer**

There being none, the next item followed.

**C. District Manager's Report**

There being none, the next item followed.

**NINTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**TENTH ORDER OF BUSINESS**

**Supervisor's Requests and Audience Comments**

There being none, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

Ms. Burns adjourned the meeting at 1:15 p.m.

On MOTION by Mr. Baxter, seconded by Mr. Andrade, with all in favor, the meeting was adjourned at 1:15 p.m.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman