

Astoria
Community Development District

Meeting Agenda

May 21, 2020

AGENDA

Astonia

Community Development District

219 E. Livingston St., Orlando, Florida 32801

Phone: 407-841-5524 – Fax: 407-839-1526

May 14, 2020

**Board of Supervisors
Astonia
Community Development District**

Dear Board Members:

The regular meeting of the Board of Supervisors of **Astonia Community Development District** will be held **Thursday, May 21, 2020 at 1:00 PM via Zoom Teleconference.**

Zoom Video Link: <https://zoom.us/j/95624534753>

Zoom Call-In Information: 1-312-626-6799 or 1-646-876-9923
Meeting ID: 956 2453 4753

Following is the advance agenda for the meeting:

Board of Supervisors Meeting

1. Roll Call
2. Public Comment Period (¹Speakers will fill out a card and submit it to the District Manager prior to the beginning of the meeting)
3. Approval of Minutes of the March 11, 2020 Landowner's and Board of Supervisors Meetings, and the March 26, 2020 Board of Supervisors Meeting
4. Consideration of Resolution 2020-38 Setting the Public Hearing and Approving the Proposed Fiscal Year 2021 Budget (suggested date August 12, 2020)
5. Consideration of Tucker Paving Clearing Proposal and Discussion of Amended Contract with Tucker Paving
6. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. District Manager's Report
 - i. Approval of Check Register
 - ii. Balance Sheet & Income Statement

¹ Comments will be limited to three (3) minutes

iii. Presentation of Number of Voters – 0

7. Other Business
8. Supervisors Requests and Audience Comments
9. Adjournment

The second order of business is the Public Comment Period where the public has an opportunity to be heard on propositions coming before the Board as reflected on the agenda, and any other items. Speakers must fill out a Request to Speak form and submit it to the District Manager prior to the beginning of the meeting.

The third order of business is the Approval of Minutes of the March 11, 2020 Landowner's and Board of Supervisors Meetings, and the March 26, 2020 Board of Supervisors Meeting. A copy of each set of minutes is enclosed for your review.

The fourth order of business is the Consideration of Resolution 2020-38 Setting the Public Hearing and Approving the Proposed Fiscal Year 2021 Budget (suggested date August 12, 2020). A copy of the resolution is enclosed for your review.

The fifth order of business is the Consideration of Tucker Paving Clearing Proposal and Discussion of Amended Contract with Tucker Paving. A copy of the proposal is enclosed for your review.

The sixth order of business is Staff Reports. Section C is the District Manager's Report. Sub-Section 1 is the Approval of the Check Register and Sub-Section 2 is the Balance Sheet and Income Statement, both are enclosed for your review. Sub-Section 3 is the Presentation of Number of Voters. A copy of the letter determining this is enclosed for your review.

The balance of the agenda will be discussed at the meeting. In the meantime, if you should have any questions, please do not hesitate to contact me.

Sincerely,

Jill Burns
District Manager

CC: Roy Van Wyk, District Counsel

Enclosures

MINUTES

**MINUTES OF MEETING
ASTONIA
COMMUNITY DEVELOPMENT DISTRICT**

The Landowners' Election meeting of the Astonia Community Development District was held Wednesday, **March 11, 2020** at 1:00 p.m. at 4900 Dundee Rd., Winter Haven, Florida.

Present and constituting a quorum:

Reggie Baxter	Chairman
Brian Walsh	Vice Chairman
Milton Andrade	Assistant Secretary
Halsey Carson	Assistant Secretary
Brent Elliott	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Michelle Rigoni <i>via phone</i>	Hopping Green & Sams
Roy Van Wyk	Hopping Green & Sams
Dennis Wood <i>via phone</i>	Wood & Associates Engineering

FIRST ORDER OF BUSINESS

**Determination of Number of Voting Units
Represented**

Ms. Burns stated that the representative of landowner Ernie Caldwell Properties, LLC was present, representing 159.93 acres for a total of 160 authorized votes.

SECOND ORDER OF BUSINESS

Call to Order

Ms. Burns call the Landowners' meeting to order.

THIRD ORDER OF BUSINESS

**Election of Chairman for the Purpose of
Conducting the Landowners' Meeting**

Ms. Burns was elected Chairman for purposes of the Landowners' meeting.

FOURTH ORDER OF BUSINESS

**Nominations for the Position of
Supervisor**

Ms. Burns stated there are 5 seats up for election and asked for nominations. Mr. Baxter nominated himself, Halsey Carson, Brent Elliott, Milton Andrade, and Brian Walsh.

FIFTH ORDER OF BUSINESS

Casting of Ballots

Mr. Baxter nominated himself for a 4-year term with 150 votes. Mr. Baxter nominated Halsey Carson for the second 150 votes for a 4-year term. Mr. Baxter nominated Brent Elliott, Milton Andrade, and Brian Walsh with 100 votes each, for 2 year terms.

SIXTH ORDER OF BUSINESS

Landowners' Questions and Comments

There were no questions, the next item followed.

EIGHTH ORDER OF BUSINESS

Adjournment

Ms. Burns adjourned the Landowners' meeting.

Secretary/Assistant Secretary

Chairman/Vice Chairman

**MINUTES OF MEETING
ASTONIA
COMMUNITY DEVELOPMENT DISTRICT**

The Regular meeting of the Board of Supervisors of the Astonia Community Development District was held Wednesday, **March 11, 2020** at 1:15 p.m. at 4900 Dundee Rd., Winter Haven, Florida.

Present and constituting a quorum:

Reggie Baxter	Chairman
Brian Walsh	Vice Chairman
Milton Andrade	Assistant Secretary
Halsey Carson	Assistant Secretary
Brent Elliott	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Michelle Rigoni <i>via phone</i>	Hopping Green & Sams
Roy Van Wyk	Hopping Green & Sams
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. A quorum was present.

SECOND ORDER OF BUSINESS

Public Comment Period

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

THIRD ORDER OF BUSINESS

Organizational Matters

A. Swearing In of Board Members

Ms. Burns swore everyone in prior to the beginning of the meeting.

B. Administration of Oaths of Office to Newly Elected Board Members

Ms. Burns swore everyone in prior to the beginning of the meeting.

C. Consideration of Resolution 2020-31 Canvassing and Certifying the Results of the Landowners' Election

Ms. Burns stated Mr. Baxter and Mr. Carson received 150 votes each and thus serving 4-year terms. Mr. Andrade, Mr. Walsh, and Mr. Elliott each received 100 votes and will serve 2-year terms.

On MOTION by Mr. Baxter, seconded by Mr. Walsh, with all in favor, Resolution 2020-31 Canvassing and Certifying the Results of the Landowners' Election, was approved.

D. Election of Officers

Ms. Burns reviewed officers with Reggie Baxter as Chairman, Brian Walsh as Vice Chairman, Ms. Burns as Secretary, Milton Andrade, Halsey Carson and Brent Elliott as Assistant Secretaries along with George Flint from GMS.

E. Consideration of Resolution 2020-32 Electing Officers

Ms. Burns stated the board is keeping the same officers as stated above.

On MOTION by Mr. Baxter, seconded by Mr. Walsh, with all in favor, Resolution 2020-32 Electing Officers, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the January 9, 2020 Organizational Meeting and February 13, 2020 Board of Supervisors Meeting

Ms. Burns asked for any questions, comments or corrections to these minutes. The board had no changes to the meeting minutes.

On MOTION by Mr. Walsh, seconded by Mr. Elliott, with all in favor, Approval of Minutes of the January 9, 2020 Organizational Meeting and February 13, 2020 Board of Supervisors Meeting, was approved.

FIFTH ORDER OF BUSINESS

Public Hearings

A. Public Hearing on Adoption of District Rules of Procedure

On MOTION by Mr. Baxter, seconded by Mr. Elliott, with all in favor, to OPEN Public Hearing on Adoption of District Rules of Procedure, was approved.

i. Consideration of Resolution 2020-33 Adopting the Rules of Procedure

Ms. Burns stated the rules of procedures are in the package and the public hearing was advertised in the paper. Ms. Burns stated the rules have not changed since the last meeting and asked for any questions.

On MOTION by Mr. Baxter, seconded by Mr. Andrade, with all in favor, Resolution 2020-33 Adopting the Rules of Procedures, was approved.

On MOTION by Mr. Baxter, seconded by Mr. Walsh, with all in favor, to CLOSE Public Hearing on Adoption of District Rules of Procedure, was approved.

B. Public Hearing on the District's Use of the Uniform Method of Levying, Collection, & Enforcement of Non-Ad-Valorem Assessments

On MOTION by Mr. Elliott, seconded by Mr. Andrade, with all in favor, to OPEN Public Hearing on the District's Use of the Uniform Method of Levying, Collection, & Enforcement of Non-Ad-Valorem Assessments, was approved.

i. Consideration of Resolution 2020-34 Expressing the District's Intent to Utilize the Uniform Method of Collection

Ms. Burns confirmed the public hearing was noticed in accordance with Florida law. She further stated the resolution mentions the District's Intent to Utilize the Uniform Method of Collection and it is in the package. Ms. Burns explained this will allow the District to use the County Tax Bill to collect their assessments. It does not require them to do so until they are ready.

On MOTION by Mr. Andrade, seconded by Mr. Baxter, with all in favor, Resolution 2020-34 Expressing the District's Intent to Utilize the Uniform Method of Collection, was approved.

On MOTION by Mr. Baxter, seconded by Mr. Elliott, with all in favor, to CLOSE Public Hearing on the District's Use of the Uniform Method of Levying, Collection, & Enforcement of Non-Ad-Valorem Assessments, was approved.

C. Public Hearing on the Adoption of the Fiscal Year 2020 Budget

On MOTION by Mr. Baxter, seconded by Mr. Walsh, with all in favor, to OPEN Public Hearing on the Adoption of the Fiscal Year 2020 Budget, was approved.

i. Consideration of Resolution 2020-35 Adoption of the District's Fiscal Year 2020 Budget and Appropriating Funds

Ms. Burns stated the budget was sent to the county at least 60 days prior to this public hearing date and the public hearing was advertised in the paper. Ms. Burns explained the budget is in the package and is attached as Exhibit A. Ms. Burns stated that there are no field expenses in this budget as they do not anticipate having any landscaping or field items likely before the fiscal year. Ms. Burns stated that the budget will be developer funded and the funding agreement was approved at the previous meeting. Ms. Burns asked for any questions. The board had no questions.

On MOTION by Mr. Baxter, seconded by Mr. Elliott, with all in favor, Resolution 2020-35 Adoption of the District's Fiscal Year 2020 Budget and Appropriating Funds, was approved.

On MOTION by Mr. Baxter, seconded by Mr. Elliott, with all in favor, to CLOSE Public Hearing on the Adoption of the Fiscal Year 2020 Budget, was approved.

SIXTH ORDER OF BUSINESS

Ranking of Proposals for District Engineering Services and Selection of District Engineer

Ms. Burns stated that they received one proposal from Wood & Associates that is included in the package. Ms. Burns recommended ranking Wood & Associates #1, authorizing staff to send a notice to intent to award, authorizing counsel to draft a form of agreement, and authorizing the Chairman to execute the contract once drafted.

On MOTION by Mr. Baxter, seconded by Mr. Walsh, with all in favor, Ranking Wood & Associates #1, Authorizing Staff to Send a Notice of Intent to Award, Authorizing Counsel to Draft a Form of Agreement, and Authorizing the Chairman to Execute the Contract, was approved.

SEVENTH ORDER OF BUSINESS

Review of Proposals for Phase 1 Construction

Ms. Burns requested Mr. Wood to go over the ranking of Phase 1 construction proposals. Mr. Wood reviewed the rankings of the proposals with the board, Tucker was the lowest bidder

and ranked number one with 96.75 points according to Mr. Wood's recommendation. Blue Ox was ranked second with 92.60 points, RIPA was ranked third with 80.45, and Jr. Davis was ranked fourth with 71 points.

Mr. Andrade asked if line items had to be removed in order to compare. Mr. Wood said yes. Mr. Andrade explained this was an issue because they need to do those items making it an incomplete bid. Mr. Wood explained that they aren't awarding on the adjusted numbers; he did that just for the point system to compare. The contract is awarded by the price provided. It was asked if all of the proposals had any deviations from the RFP. Mr. Wood explained that there were some differences, but the plans were clear enough to understand that everything listed should have been included in the bids. It was asked if the well was clearly marked in the plans and Mr. Wood wasn't sure if it was specified in the plans or not. The board will send notice of intent to award and negotiate with the number one ranked firm Tucker Paving.

On MOTION by Mr. Baxter, seconded by Mr. Andrade, with all in favor, Ranking Tucker Paving #1, Authorization of Staff to send Notice of Intent to Award and to Negotiate with Tucker Paving, was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk stated the bond validation hearing is scheduled for April 14th at 2:30p.m. A notice of invite will be sent out to those who need to attend.

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**

A timeline of getting the contract negotiated and sent out to Tucker was requested by board members. Mr. Van Wyk stated that Tucker has seen the form of the contract and the terms in the bid packet. The numbers and dates will be filled in and they can turn it around in 2 to 3 days. Mr. Van Wyk also stated that they will follow normal procedures for change orders and if they are done quickly enough, they can modify the terms. Ms. Burns stated the next meeting will be held on March 26th at 1:00 p.m.

ELEVENTH ORDER OF BUSINESS

Adjournment

Ms. Burns adjourned the meeting at 1:36 p.m.

On MOTION by Mr. Baxter, seconded by Mr. Andrade, with all in favor, the meeting was adjourned at 1:36 p.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman

**MINUTES OF MEETING
ASTONIA
COMMUNITY DEVELOPMENT DISTRICT**

The Regular meeting of the Board of Supervisors of the Astonia Community Development District was held Wednesday, **March 26, 2020** at 1:00 p.m. at 4900 Dundee Rd., Winter Haven, Florida.

Present and constituting a quorum:

Reggie Baxter
Brian Walsh *via phone*
Milton Andrade
Halsey Carson

Chairman
Vice Chairman
Assistant Secretary
Assistant Secretary

Also present were:

Jill Burns
Michelle Rigoni *via phone*
Roy Van Wyk *via phone*
Dennis Wood *via phone*

District Manager, GMS
Hopping Green & Sams
Hopping Green & Sams
Wood & Associates Engineering

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called the roll. A quorum was present.

SECOND ORDER OF BUSINESS

Public Comment Period

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

THIRD ORDER OF BUSINESS

Public Hearing

A. Public Hearing on the Imposition of Special Assessments

On MOTION by Mr. Baxter, seconded by Mr. Andrade, with all in favor, to OPEN Public Hearing on the Imposition of Special Assessments, was approved.

Ms. Burns noted that the public hearing was noticed by publication and mailed notices in accordance with Florida law.

i. Presentation of Engineer's Report

Mr. Wood presented the Engineer's Report for the Astonia CDD. The district contains approximately 159.93 acres and 681 single family lots. The Engineer's Report gives the construction cost estimates for the infrastructure of the project and is shown on Exhibit '7'. It will all be done in one phase and the total cost estimated is \$18,100,000. That cost includes offsite improvements, stormwater management, master sanitary, sewer, lift station and utility, entry features, landscaping, signage, and parks and recreational facilities.

Ms. Rigoni asked Mr. Wood if the cost estimates were reasonable and just for the project of the size and scope. Mr. Wood answered yes. Ms. Rigoni asked Mr. Wood if there was any reason to believe the district could not carry out the improvements in the report. Mr. Wood answered no.

ii. Presentation of Assessment Methodology

Ms. Burns presented the Assessment Methodology. She noted that the report allocates debt to properties that benefit from the Capital Improvement Plan. The Assessment Methodology will be supplemented with one or more methodologies to reflect the actual terms of the bonds once they are ready to issue. Table 1 shows the Land Development Program with 289 40' lots with an ERU of .8 and 392 50' lots with an ERU of 1 for a total of 681 units. Table 2 shows the Capital Improvement Plan cost estimates that are included in the Engineer's Report for \$18.1 million. Table 3 shows a bond sizing of \$23,500,000 in order to generate that construction fund of \$18,100,000. Table 4 shows an allocation of the improvement cost per unit. Table 5 shows the par debt for each product type. The par debt for the 40' lots is \$30,167 and the par debt for the 50' lots is \$37,709. Table 6 shows the net and gross annual assessment amount per unit. For the 40' lot the net assessment is \$2,192 and for the 50' lot it is \$2,739. Table 7 shows the preliminary assessments roll and the debt allocated per acre for the parcels within the community. The board had no questions on the Assessment Methodology.

Ms. Rigoni asked Ms. Burns if the lands subject to the special assessments receive special benefits from the Capital Improvement Plan. Ms. Burns answered yes they do. Ms. Rigoni asked Ms. Burns if the special benefits equal or exceed the special assessments to be levied. Ms. Burns

answered yes. Ms. Rigoni asked Ms. Burns if the special assessments were reasonably apportioned among the land in accordance with the Methodology. Ms. Burns answered yes. Ms. Rigoni asked Ms. Burns if it was reasonable, proper, and just to assess the costs of the Capital Improvement Plan against the lands in accordance with the Methodology. Ms. Burns answered yes. Ms. Rigoni asked Ms. Burns if it was in the best interest of the district that the special assessments be collected in accordance with the methodology and the assessment resolutions. Ms. Burns answered yes.

iii. Consideration of Resolution 2020-36 Levying Special Assessments

Ms. Burns explained the findings that the resolution provides. The Capital Improvements will constitute a special benefit to all the parcels within the property. The Capital Improvement Plan is fairly and reasonably apportioned. The assessments provide a special benefit to the parcels that benefit from that improvement plan.

Ms. Burns asked if the Board members had any questions, hearing none.

On MOTION by Mr. Baxter, seconded by Mr. Andrade, with all in favor, Resolution 2020-36 Levying Special Assessments, was approved.
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iv. Consideration of Notice of Special Assessments

Ms. Burns noted that this will be recorded so that potential property owners will know that there is a lien on the property and be on notice that there are assessments on that property in accordance with Florida law and the assessment resolution.

On MOTION by Mr. Andrade, seconded by Mr. Baxter, with all in favor, the Notice of Special Assessments, was approved.

On MOTION by Mr. Baxter, seconded by Mr. Andrade, with all in favor, to CLOSE Public Hearing on the Imposition of Special Assessments, was approved.
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FOURTH ORDER OF BUSINESS

Consideration of Resolution 2020-37 Direct Purchase Resolution

Ms. Burns presented Resolution 2020-37 and noted that it would allow the district to directly purchase materials for construction which would provide significant savings because the district is tax exempt. Ms. Burns explained the attached exhibits, including a work authorization

form, and procurement procedures, that need to be followed. The board had no questions on the resolution or the exhibits to the resolution.

On MOTION by Mr. Andrade, seconded by Mr. Baxter, with all in favor, Resolution 2020-37 Direct Purchase Resolution, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Construction Funding Agreement

Ms. Burns noted that this is an agreement with Ernie Caldwell Properties, LLC and it states that they agree to fund the construction of the district and will be refunded through a bond issuance.

On MOTION by Mr. Baxter, seconded by Mr. Carson, with all in favor, the Construction Funding Agreement, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Temporary Construction Easement Agreement

Ms. Burns stated that this agreement was also with Ernie Caldwell Properties, LLC and it will grant the district temporary non-exclusive construction access in order for the district to construct improvements on the property. The board had no questions on the agreement.

On MOTION by Mr. Andrade, seconded by Mr. Baxter, with all in favor, the Temporary Construction Easement Agreement, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Rigoni noted that there is a bond validation hearing on April 14th. She stated that they filed a motion to appear telephonically and they are waiting on the order to allow them to do that.

B. Engineer

Mr. Wood had nothing further for the board.

C. District Manager's Report

Ms. Burns stated that she did not have anything to report as there are no financials. They are waiting for the funds to open the account, once those are processed and it is open, the board will see monthly financials included in the agenda packages.

EIGHTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

NINTH ORDER OF BUSINESS

**Supervisor's Requests and Audience
Comments**

There were no supervisor requests or audience comments. The next item followed.

TENTH ORDER OF BUSINESS

Adjournment

Ms. Burns adjourned the meeting at 1:10 p.m.

On MOTION by Mr. Baxter, seconded by Mr. Andrade, with all in favor, the meeting was adjourned at 1:10 p.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman

SECTION IV

RESOLUTION 2020-38

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ASTONIA COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2020/2021 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Astonia Community Development District (“**District**”) prior to June 15, 2020, a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2020 and ending September 30, 2021 (“**Fiscal Year 2020/2021**”); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE ASTONIA COMMUNITY DEVELOPMENT DISTRICT:

1. PROPOSED BUDGET APPROVED. The Proposed Budget prepared by the District Manager for Fiscal Year 2020/2021 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. SETTING A PUBLIC HEARING. A public hearing on said approved Proposed Budget is hereby declared and set for _____, **2020** at _____.m. The hearing may be conducted remotely, pursuant to Zoom communications media technology and/or by telephone pursuant to Executive Orders 20-52, 20-69 and 20-112 issued by Governor DeSantis on March 9, 2020, March 20, 2020, and April 29, 2020, as such orders may be extended or supplemented, respectively, and pursuant to Section 120.54(5)(b)2., *Florida Statutes*. In the event that conditions allow the meeting to be held in person, it will be held at the following location:

LOCATION: _____

3. TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT(S). The District Manager is hereby directed to submit a copy of the Proposed Budget to the Polk County, Florida at least 60 days prior to the hearing set above.

4. POSTING OF PROPOSED BUDGET. In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. PUBLICATION OF NOTICE. Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

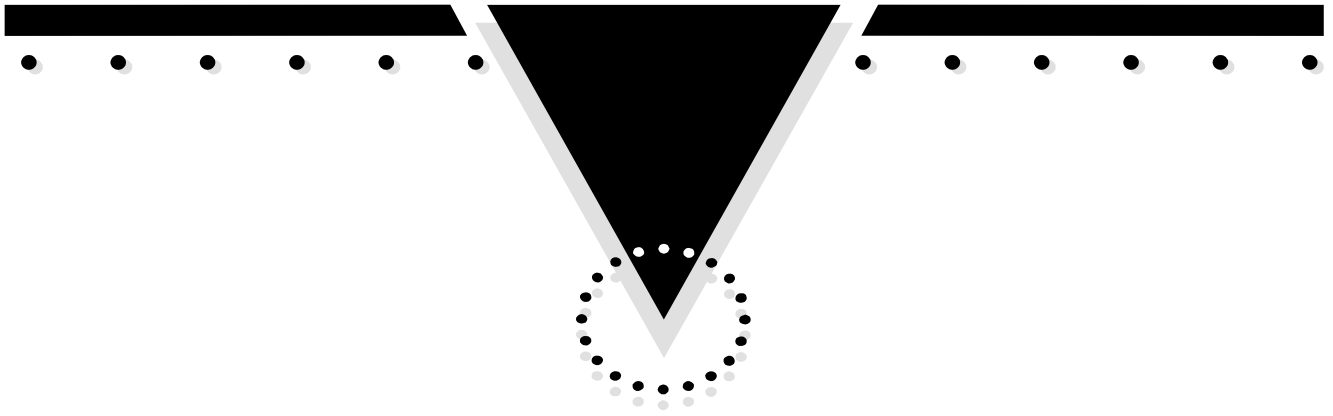
PASSED AND ADOPTED this 21st day of May, 2020.

ATTEST:

**ASTONIA COMMUNITY
DEVELOPMENT DISTRICT**

Secretary

Vice/Chairperson, Board of Supervisors



Astonia
Community Development District

Proposed Budget
FY 2021



Table of Contents

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General Fund

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General Fund Narrative

Astonia
Community Development District
Proposed Budget
General Fund

Description	Adopted Budget FY2020	Actuals Thru 3/31/20	Projected Next 6 Months	Projected Thru 9/30/20	Proposed Budget FY2021
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Revenues

Developer Contributions	\$91,696	\$40,000	\$34,866	\$74,866	\$157,705
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Total Revenues	\$91,696	\$40,000	\$34,866	\$74,866	\$157,705
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Expenditures

Administrative

Supervisor Fees	\$9,000	\$0	\$0	\$0	\$12,000
Engineering	\$11,250	\$0	\$5,625	\$5,625	\$15,000
Attorney	\$18,750	\$11,538	\$7,212	\$18,750	\$25,000
Annual Audit	\$0	\$0	\$0	\$0	\$4,000
Assessment Administration	\$0	\$0	\$0	\$0	\$5,000
Arbitrage	\$0	\$0	\$0	\$0	\$650
Dissemination	\$0	\$0	\$0	\$0	\$5,000
Trustee Fees	\$0	\$0	\$0	\$0	\$3,550
Management Fees	\$26,250	\$7,997	\$17,500	\$25,497	\$35,000
Information Technology	\$3,475	\$2,375	\$450	\$2,825	\$2,350
Telephone	\$225	\$0	\$113	\$113	\$300
Postage & Delivery	\$750	\$20	\$375	\$395	\$1,000
Insurance	\$5,000	\$3,631	\$0	\$3,631	\$5,000
Printing & Binding	\$750	\$76	\$375	\$451	\$1,000
Legal Advertising	\$10,000	\$11,370	\$3,000	\$14,370	\$10,000
Other Current Charges	\$5,000	\$0	\$2,500	\$2,500	\$5,000
Office Supplies	\$521	\$49	\$260	\$309	\$625
Travel Per Diem	\$550	\$0	\$275	\$275	\$660
Dues, Licenses & Subscriptions	\$175	\$125	\$0	\$125	\$175
Total Administrative	\$91,696	\$37,181	\$37,685	\$74,866	\$131,310

Operations & Maintenance

Field Services

Property Insurance	\$0	\$0	\$0	\$0	\$5,000
Field Management	\$0	\$0	\$0	\$0	\$3,750
Landscape Maintenance	\$0	\$0	\$0	\$0	\$11,100
Landscape Replacement	\$0	\$0	\$0	\$0	\$850
Fertilization	\$0	\$0	\$0	\$0	\$1,180
Streetlights	\$0	\$0	\$0	\$0	\$1,575
Electric	\$0	\$0	\$0	\$0	\$225
Water & Sewer	\$0	\$0	\$0	\$0	\$90
Sidewalk & Asphalt Maintenance	\$0	\$0	\$0	\$0	\$125
Irrigation Repairs	\$0	\$0	\$0	\$0	\$625
General Repairs & Maintenance	\$0	\$0	\$0	\$0	\$1,250
Contingency	\$0	\$0	\$0	\$0	\$625
Total Operations & Maintenance	\$0	\$0	\$0	\$0	\$26,395

Total Expenditures	\$91,696	\$37,181	\$37,685	\$74,866	\$157,705
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Excess Revenues/(Expenditures)	\$0	\$2,819	(\$2,819)	\$0	\$0
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Astoria
Community Development District
GENERAL FUND BUDGET

REVENUES:

Developer Contributions

The District will enter into a Funding Agreement with the Developer to fund the General Fund expenditures for the Fiscal Year.

EXPENDITURES:

Administrative:

Supervisor Fees

Chapter 190, Florida Statutes, allows for each Board member to receive \$200 per meeting, not to exceed \$4,800 per year paid to each Supervisor for the time devoted to District business and meetings.

Engineering

The District's engineer will be providing general engineering services to the District, e.g. attendance and preparation for monthly board meetings, review invoices and various projects as directed by the Board of Supervisors and the District Manager.

Attorney

The District's legal counsel will be providing general legal services to the District, e.g. attendance and preparation for meetings, preparation and review of agreements, resolutions, etc. as directed by the Board of Supervisors and the District Manager.

Annual Audit

The District is required by Florida Statutes to arrange for an independent audit of its financial records on an annual basis.

Assessment Administration

The District will contract to levy and administer the collection of non-ad valorem assessment on all assessable property within the District.

Arbitrage

The District will contract with an independent certified public accountant to annually calculate the District's Arbitrage Rebate Liability on its Series 2019 bonds.

Astonia
Community Development District
GENERAL FUND BUDGET

Dissemination

The District is required by the Security and Exchange Commission to comply with Rule 15c2-12(b)(5) which relates to additional reporting requirements for unrated bond issues. This cost is based upon the Series 2019 bond series.

Trustee Fees

The District will incur trustee related costs with the issuance of its' Series 2019 bonds.

Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services-Central Florida, LLC. The services include but are not limited to, recording and transcription of board meetings, administrative services, budget preparation, all financial reports, annual audits, etc.

Information Technology

Represents costs related to the District's accounting and information systems, District's website creation and maintenance, hosting, electronic compliance with Florida Statutes and other electronic data requirements.

Telephone

Telephone and fax machine.

Postage & Delivery

The District incurs charges for mailing of Board meeting agenda packages, overnight deliveries, correspondence, etc.

Insurance

The District's general liability and public official's liability insurance coverages.

Printing & Binding

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes etc.

Legal Advertising

The District is required to advertise various notices for monthly Board meetings, public hearings, etc. in a newspaper of general circulation.

Other Current Charges

Bank charges and any other miscellaneous expenses incurred during the year.

Astoria
Community Development District
GENERAL FUND BUDGET

Office Supplies

Any supplies that may need to be purchased during the fiscal year, e.g., paper, minute books, file folders, labels, paper clips, etc.

Travel Per Diem

The Board of Supervisors can be reimbursed for travel expenditures related to the conducting of District business.

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Florida Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

Operations & Maintenance:

Field Expenses

Property Insurance

The District's property insurance coverages.

Field Management

Represents the estimated costs of contracting services that provide onsite field management of contracts for the District such as landscape and lake maintenance. Services can include onsite inspections, meetings with contractors, monitoring of utility accounts, attend Board meetings and receive and respond to property owner phone calls and emails.

Landscape Maintenance

Represents the estimated maintenance of the landscaping within the common areas of the District after the installation of landscape material has been completed.

Landscape Replacement

Represents the estimated cost of replacing landscaping within the common areas of the District.

Fertilization

Represents the estimated cost of fertilizing the common areas of the District. This is based on an estimated cost for annuals and mulching.

Streetlights

Represents the cost to maintain street lights within the District Boundaries that are expected to be in place throughout the fiscal year.

Astonia
Community Development District
GENERAL FUND BUDGET

Electric

Represents current and estimated electric charges of common areas throughout the District.

Water & Sewer

Represents current and estimated costs for water and refuse services provided for common areas throughout the District.

Sidewalk & Asphalt Maintenance

Represents the estimated costs of maintaining the sidewalks and asphalt throughout the District's Boundary.

Irrigation Repairs

Represents the cost of maintaining and repairing the irrigation system. This includes the sprinklers, and irrigation wells.

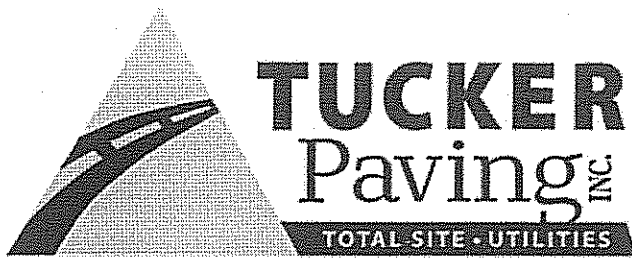
General Repairs & Maintenance

Represents estimated costs for general repairs and maintenance of the District's common areas.

Contingency

Represents funds allocated to expenses that the District could incur throughout the fiscal year that do not fit into any field category.

SECTION V



3545 Lake Alfred Road
Winter Haven, FL 33881
Phone: 863-299-2262
Fax: 863-294-1007
www.tuckerpaving.com

To:	Reggie Baxter	Contact:	
Address:	5754 SR 542 Winter Haven, FL 33880 USA	Phone:	863-287-9904
		Fax:	863-965-0181
Project Name:	Astonia Subdivision - Clearing Only	Bid Number:	20-343
Project Location:	Ernie Caldwell Blvd, Davenport, FL	Bid Date:	4/17/2020

Item Description	Estimated Quantity	Unit	Unit Price	Total Price
COST FOR CLEARING ONLY				
SWPPP Monitoring (2-Months)	1.00	LS	\$2,958.74	\$2,958.74
Mobilization	1.00	LS	\$28,398.92	\$28,398.92
Maintenance Of Traffic	1.00	LS	\$1,378.50	\$1,378.50
Temporary Construction Entrance	1.00	EACH	\$4,642.25	\$4,642.25
Type III Silt Fence	16,031.00	LF	\$1.21	\$19,397.51
Construction Layout	1.00	LS	\$10,826.29	\$10,826.29
Clear & Grub Site	1.00	LS	\$129,398.57	\$129,398.57
Total Price for above COST FOR CLEARING ONLY Items:				\$197,000.78

Total Bid Price: \$197,000.78

Notes:

- ***ALL BASE BID CLARIFICATION, NOTES, AND EXCLUSIONS APPLY.

<p>ACCEPTED:</p> <p>The above prices, specifications and conditions are satisfactory and hereby accepted.</p> <p>Buyer: <u>Astonia Properties LLC</u></p> <p>Signature: <u>[Signature]</u> <u>H.A. Baxter</u></p> <p>Date of Acceptance: <u>4/27/20</u></p>	<p>CONFIRMED:</p> <p>Tucker Paving, Inc.</p> <p>Authorized Signature: _____</p> <p>Estimator: Kyle Allen 863-299-2262 kallen@tuckerpaving.com</p>
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SECTION VI

SECTION C

SECTION 1

ASTONIA
Community Development District

Summary of Checks

February 1, 2020 to May 13, 2020

Bank	Date	Check No.'s	Amount	
General Fund	3/10/20	1-4	\$	17,077.44
	4/21/20	5-7	\$	14,024.20
	5/7/20	8	\$	2,916.67
			\$	34,018.31
			\$	34,018.31

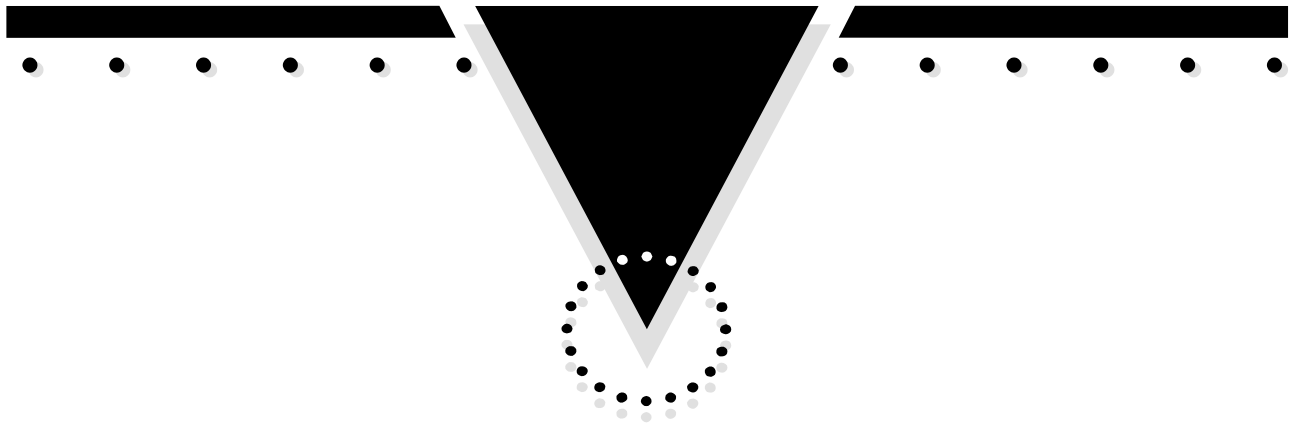
CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
3/10/20	00001	1/09/20 1	202001 310-51300-34000		*	2,164.07	
			MANAGEMENT FEES-JAN20				
		2/01/20 2	202002 310-51300-34000		*	2,916.67	
			MANAGEMENT FEES-FEB20				
		2/01/20 2	202002 310-51300-51000		*	2.68	
			OFFICE SUPPLIES				
		2/01/20 2	202002 310-51300-42000		*	12.20	
			POSTAGE				
		2/01/20 2	202002 310-51300-42500		*	64.50	
			COPIES				
		2/01/20 2	202002 310-51300-48000		*	327.84	
			GHM LEDGER-NOT. ORGAN MTG				
GOVERNMENTAL MANAGEMENT SERVICES-							5,487.96 000001
3/10/20	00002	2/21/20 112917	202001 310-51300-31500		*	7,833.48	
			ORG MTG/ENG RPT/ESTABLISH				
HOPPING GREEN & SAMS							7,833.48 000002
3/10/20	00003	1/29/20 10407	202001 310-51300-45000		*	3,631.00	
			INSURANCE POLICY-FY20				
EGIS INSURANCE ADVISORS, LLC							3,631.00 000003
3/10/20	00004	1/13/20 74817	202001 310-51300-54000		*	125.00	
			SPECIAL DISTRICT FEE-FY20				
DEPARTMENT OF ECONOMIC OPPORTUNITY							125.00 000004
4/21/20	00001	3/01/20 3	202003 310-51300-34000		*	2,916.67	
			MANAGEMENT FEES-MAR20				
		3/01/20 3	202003 310-51300-51000		*	2.65	
			OFFICE SUPPLIES				
		3/01/20 3	202003 310-51300-42000		*	8.00	
			POSTAGE				
		3/01/20 3	202003 310-51300-42500		*	11.55	
			COPIES				
		3/01/20 3	202003 310-51300-48000		*	682.50	
			L060G0J4KZ-REQ PROPOSALS				
		3/01/20 3	202003 310-51300-48000		*	649.84	
			L060G0J4NV-REQ ENGINEER				
		3/01/20 3	202003 310-51300-51000		*	43.34	
			STAPLES-SEAL				
GOVERNMENTAL MANAGEMENT SERVICES-							4,314.55 000005
4/21/20	99999	4/21/20 VOID	202004 000-00000-00000		C	.00	
			VOID CHECK				
*****INVALID VENDOR NUMBER*****							.00 000006
ASTO ASIONIA CDD				IARAUJO			

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
4/21/20	00005	3/01/20 1036561	202002 310-51300-48000 L060G0J5FF-NOT MTG DATES		*	323.16	
		3/01/20 1036561	202002 310-51300-48000 L060G0J5FG-NOT BRD MTG		*	271.83	
		3/01/20 1036561	202002 310-51300-48000 L060G0J5IV-NOT RULE DEVEL		*	299.84	
		3/01/20 1036561	202002 310-51300-48000 L060G0J5IW-NOT RULEMAKING		*	570.50	
		3/01/20 1036561	202002 310-51300-48000 L060G0J5IX-NOT UFM ASSESS		*	458.50	
		3/01/20 1036561	202002 310-51300-48000 L060G0J5IT-NOT LANDOWNERS		*	495.84	
		3/01/20 1036561	202002 310-51300-48000 L060G0J5IU-NOT PBL HEARNG		*	355.84	
		3/01/20 1036561	202002 310-51300-48000 L060G0J5IX-NOT UFM ASSESS		*	458.50	
		3/01/20 1036561	202002 310-51300-48000 L060G0J5IT-NOT LANDOWNERS		*	495.84	
		3/01/20 1036561	202002 310-51300-48000 L060G0J5IU-NOT PBL HEARNG		*	355.84	
		3/01/20 1036561	202002 310-51300-48000 L060G0J5IX-NOT UFM ASSESS		*	458.50	
		3/29/20 1037376	202003 310-51300-48000 LEGAL AD CHARGE		*	68.16	
		3/29/20 1037376	202003 310-51300-48000 L060G0J5IX NOT SP ASSESM		*	458.50	
		3/29/20 1037376	202003 310-51300-48000 LH346942 NOT ASSESM ROLL		*	2,194.40	
		3/29/20 1037376	202003 310-51300-48000 LH346942 NOT ASSESM ROLL		*	2,194.40	
		3/29/20 1037376	202003 310-51300-48000 L060G0J6X1 NOT CASE		*	125.00	
		3/29/20 1037376	202003 310-51300-48000 L060G0J6X1 NOT CASE		*	125.00	
----- THE LEDGER/NEWS CHIEF -----						9,709.65	000007
5/07/20	00001	4/01/20 4	202004 310-51300-34000 MANAGEMENT FEES-APR20		*	2,916.67	
----- GOVERNMENTAL MANAGEMENT SERVICES-----						2,916.67	000008

TOTAL FOR BANK A						34,018.31	
TOTAL FOR REGISTER						34,018.31	

ASTO ASIONIA CDD IARAUJO

SECTION 2



Astoria

Community Development District

Unaudited Financial Reporting

March 31, 2020



Table of Contents

1	<u>Balance Sheet</u>
2	<u>General Fund Income Statement</u>
3	<u>Month to Month</u>
4	<u>Developer Contribution Schedule</u>

ASTONIA
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
March 31, 2020

General Fund

ASSETS:

CASH

OPERATING ACCOUNT	\$2,923
DUE FROM DEVELOPER	\$20,000

TOTAL ASSETS	\$22,923
---------------------	-----------------

LIABILITIES:

ACCOUNTS PAYABLE	\$20,104
CONTRACTS PAYABLE	---
DUE TO DEVELOPER	---

FUND EQUITY:

FUND BALANCES:

UNASSIGNED	\$2,819
RESERVED FOR CAPITAL PROJECTS	---

TOTAL LIABILITIES & FUND EQUITY	\$22,923
--	-----------------

ASTONIA

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND

Statement of Revenues & Expenditures

For The Period Ending March 31, 2020

	ADOPTED BUDGET	PRORATED BUDGET THRU 03/31/20	ACTUAL THRU 03/31/20	VARIANCE
<u>REVENUES:</u>				
DEVELOPER CONTRIBUTIONS	\$91,696	\$40,000	\$40,000	\$0
TOTAL REVENUES	\$91,696	\$40,000	\$40,000	\$0
<u>EXPENDITURES:</u>				
<u>ADMINISTRATIVE:</u>				
SUPERVISORS FEES	\$9,000	\$3,000	\$0	\$3,000
ENGINEERING	\$11,250	\$3,750	\$0	\$3,750
ATTORNEY	\$18,750	\$6,250	\$11,538	(\$5,288)
MANAGEMENT FEES	\$26,250	\$8,750	\$7,997	\$753
INFORMATION TECHNOLOGY	\$3,475	\$2,375	\$2,375	\$0
TELEPHONE	\$225	\$75	\$0	\$75
POSTAGE	\$750	\$250	\$20	\$230
INSURANCE	\$5,000	\$5,000	\$3,631	\$1,369
PRINTING & BINDING	\$750	\$250	\$76	\$174
LEGAL ADVERTISING	\$10,000	\$3,333	\$11,370	(\$8,036)
OTHER CURRENT CHARGES	\$5,000	\$1,667	\$0	\$1,667
OFFICE SUPPLIES	\$521	\$174	\$49	\$125
TRAVEL PER DIEM	\$550	\$183	\$0	\$183
DUES, LICENSES, & SUBSCRIPTIONS	\$175	\$175	\$125	\$50
TOTAL ADMINISTRATIVE:	\$91,696	\$35,232	\$37,181	(\$1,949)
TOTAL EXPENDITURES	\$91,696	\$35,232	\$37,181	(\$1,949)
EXCESS REVENUES (EXPENDITURES)	\$0		\$2,819	
FUND BALANCE - BEGINNING	\$0		\$0	
FUND BALANCE - ENDING	\$0		\$2,819	

ASTONIA

COMMUNITY DEVELOPMENT DISTRICT

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<u>REVENUES:</u>													
DEVELOPER CONTRIBUTIONS	\$0	\$0	\$0	\$20,000	\$0	\$20,000	\$0	\$0	\$0	\$0	\$0	\$0	\$40,000
TOTAL REVENUES	\$0	\$0	\$0	\$20,000	\$0	\$20,000	\$0	\$0	\$0	\$0	\$0	\$0	\$40,000
<u>EXPENDITURES:</u>													
<u>ADMINISTRATIVE:</u>													
SUPERVISORS FEES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ENGINEERING	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ATTORNEY	\$0	\$0	\$0	\$7,833	\$0	\$3,705	\$0	\$0	\$0	\$0	\$0	\$0	\$11,538
MANAGEMENT FEES	\$0	\$0	\$0	\$2,164	\$2,917	\$2,917	\$0	\$0	\$0	\$0	\$0	\$0	\$7,997
INFORMATION TECHNOLOGY	\$0	\$0	\$0	\$0	\$2,375	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,375
TELEPHONE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
POSTAGE	\$0	\$0	\$0	\$0	\$12	\$8	\$0	\$0	\$0	\$0	\$0	\$0	\$20
INSURANCE	\$0	\$0	\$0	\$3,631	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,631
PRINTING & BINDING	\$0	\$0	\$0	\$0	\$65	\$12	\$0	\$0	\$0	\$0	\$0	\$0	\$76
LEGAL ADVERTISING	\$0	\$0	\$0	\$0	\$4,872	\$6,498	\$0	\$0	\$0	\$0	\$0	\$0	\$11,370
OTHER CURRENT CHARGES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OFFICE SUPPLIES	\$0	\$0	\$0	\$0	\$3	\$46	\$0	\$0	\$0	\$0	\$0	\$0	\$49
TRAVEL PER DIEM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
DUES, LICENSES, & SUBSCRIPTIONS	\$0	\$0	\$0	\$125	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$125
TOTAL ADMINISTRATIVE	\$0	\$0	\$0	\$13,754	\$10,243	\$13,185	\$0	\$0	\$0	\$0	\$0	\$0	\$37,181
TOTAL EXPENDITURES	\$0	\$0	\$0	\$13,754	\$10,243	\$13,185	\$0	\$0	\$0	\$0	\$0	\$0	\$37,181
EXCESS REVENUES/(EXPENDITURES)	\$0	\$0	\$0	\$6,246	(\$10,243)	\$6,815	\$0	\$0	\$0	\$0	\$0	\$0	\$2,819

**Astoria Community Development District
Developer Contributions/Due from Developer**

Funding Request #	Prepared Date	Payment Received Date	Check/Wire Amount	Total Funding Request	General Fund Portion (FY20)	Over and (short) Balance Due
FY20						
1	1/9/20	2/26/20	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ -
2	3/26/20		\$ -	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
						\$ -
Due from Developer			\$ 20,000.00	\$ 40,000.00	\$ 40,000.00	\$ 20,000.00

Total Developer Contributions FY20

\$ 40,000.00

SECTION 3



April 21, 2020

Samantha Hoxie – Recording Secretary
Astonia CDD Office
219 E. Livingston Street
Orlando, Florida 32801-1508

RE: Astonia Community Development District Registered Voters

Dear Ms. Hoxie,

In response to your request, there are currently no voters within the Astonia Community Development District as of **April 15, 2020**.

Please do not hesitate to contact us if we can be of further assistance.

Sincerely,

A handwritten signature in black ink that reads "Lori Edwards".

Lori Edwards
Supervisor of Elections
Polk County, Florida

RECEIVED

APR 27 2020

BY: _____

P.O. Box 1460, Bartow, FL 33831 • PHONE: (863) 534-5888

PolkElections.com

Para asistencia en Español, por favor de llamar al (863) 534-5888