

**MINUTES OF MEETING  
ASTONIA  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Astonia Community Development District was held Wednesday, **January 13, 2021** at 1:00 p.m. at 4900 Dundee Rd., Winter Haven, Florida.

Present and constituting a quorum:

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

Chairman  
Vice Chairman  
Assistant Secretary  
Assistant Secretary  
Assistant Secretary

Also present were:

Jill Burns  
Michelle Rigoni *via Zoom*

District Manager, GMS  
Hopping, Green & Sams

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Burns called the meeting to order and called the roll. Five 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 October 14,  
2020 Audit Committee & the Board of  
Supervisors Meeting**

Ms. Burns asked for any questions, comments, or corrections to the October 14, 2020 meeting minutes. Hearing none, she asked for a motion to approve.

On MOTION by Mr. Baxter, seconded by Mr. Elliott, with all in favor, the Minutes of the October, 2020 Board of Supervisors Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-02  
Directing Chairman and District Staff to  
File a Petition Amending District  
Boundaries**

Ms. Burns stated the resolution was included in the agenda package and presented the resolution to amend the boundaries. Ms. Burns noted that the map of parcels and description of land was included in the package.

On MOTION by Mr. Baxter, seconded by Mr. Elliott, with all in favor, Resolution 2021-02 Directing Chairman and District Staff to File a Petition Amending District Boundaries, was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Boundary Amendment  
Funding Agreement**

Ms. Burns stated the entity that the funding agreement is with is Astonia North, LLC and that will provide funds for the expansion of boundaries as noted in the agreement.

On MOTION by Mr. Baxter, seconded by Mr. Elliott, with all in favor, the Boundary Amendment Funding Agreement, was approved.

**SIXTH ORDER OF BUSINESS**

**Ratification of 2021 Data Sharing and  
Usage Agreement with Polk County  
Property Appraiser**

Ms. Burns stated the property appraiser requires the District to enter into an agreement each year. Mr. Burns presented the usage agreement.

On MOTION by Mr. Baxter, seconded by Mr. Elliott, with all in favor, the Data Sharing and Usage Agreement with Polk County Property Appraiser, was ratified.

**SEVENTH ORDER OF BUSINESS**

**Ratification of Contract Agreement with  
Polk County Property Appraiser**

Ms. Burns reported that this agreement allows the District to collect the assessments. The property appraiser provides the parcels to collect the assessments on the tax bill for the upcoming year.

On MOTION by Mr. Baxter, seconded by Mr. Elliott, with all in favor, the Contract Agreement with Polk County Property Appraiser, was ratified.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Memorandum from Hopping, Green & Sams Regarding E-Verify Requirement in 2021**

Ms. Rigoni stated both federal and state law prohibit any person from knowingly hiring unauthorized persons to work in the U.S.A. new law starting Jan. 2021 put the affirmative duties on the CDD to verify employment eligibility of the employees hired using the E-Verify system. This requires all contractors to certify that they are enrolled in the program and are complying with all requirements.

On MOTION by Mr. Baxter, seconded by Mr. Elliott, with all in favor, the Memorandum from Hopping, Green, & Sams Regarding E-Verify Requirement 2021 and Authorization for the District Manager to Enroll the District and Authorization to Execute the MOU, was approved.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Rigoni had nothing further to report.

**B. Engineer**

There being none, the next item followed.

**C. District Manager's Report**

**i. Approval of Check Register**

Ms. Burns presented the check register included in the agenda package totaling \$6,513.16 through December 31<sup>st</sup>. The Board had no questions on the check register.

On MOTION by Mr. Walsh, seconded by Mr. Elliott, with all in favor, the Check Register totaling \$6,513.16, was approved.

**ii. Balance Sheet & Income Statement**

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

**iii. Summary of Series 2020 AA1 Requisitions #1 to #20**

Ms. Burns stated all requisitions have been approved by both the Chair and the District Engineer and have been funded by the trustee's office.

On MOTION by Mr. Elliott, seconded by Mr. Baxter, with all in favor, the Series 2020 AA1 Requisitions #1 to #20, were approved.

**TENTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Supervisor's Requests and Audience Comments**

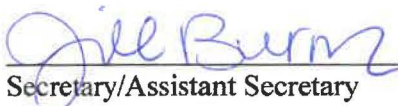
There being none, the next item followed.

**TWELTH ORDER OF BUSINESS**

**Adjournment**

Ms. Burns adjourned the meeting.

On MOTION by Mr. Elliott, seconded by Mr. Baxter, with all in favor, the meeting was adjourned.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman