

**MINUTES OF MEETING
ASTONIA
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Astonia Community Development District was held Wednesday, **April 14, 2021** at 1:00 p.m. at 4900 Dundee Rd., Winter Haven, Florida.

Present and constituting a quorum:

Reggie Baxter
Brent Elliott
Milton Andrade

Chairman
Assistant Secretary
Assistant Secretary

Also present were:

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

District Manager, GMS
Hopping Green & Sams
Hopping Green & Sams
Engineer

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 January 13,
2021 Board of Supervisors Meeting**

Ms. Burns asked for any questions, comments, or corrections to the January 13, 2021 meeting minutes. Hearing no changes, she asked for a motion to approve.

On MOTION by Mr. Andrade, seconded by Mr. Baxter, with all in favor, the Minutes of the January 13, 2021 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2021-03
Appointing Treasurer and Assistant
Treasurer**

Ms. Burns stated that Ariel Lovera was retiring as the Treasurer and asked that George Flint be named the new Treasurer and Katie Costa as Assistant Treasurer.

On MOTION by Mr. Baxter, seconded by Mr. Andrade, with all in favor, Resolution 2021-03 Appointing Treasurer and Assistant Treasurer, was approved.

FIFTH ORDER OF BUSINESS

**Consideration of Notice of Boundary
Amendment**

Ms. Burns stated the boundary amendment had been approved on April 6th and that it would be recorded to notice the new boundaries of the District. She asked for a motion to authorize counsel to record.

On MOTION by Mr. Baxter, seconded by Mr. Andrade, with all in favor, the Notice of Boundary Amendment and Authorization for Counsel to Record the Notice, was approved.

SIXTH ORDER OF BUSINESS

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

Ms. Rigoni noted updates to the amendment that dealt with changes that combined the original Phases 2 and 3 into Phase 2. She also noted that the purpose section was edited to explain that based on lot count, the assessments would remain unchanged.

Mr. Wood presented the Engineer's Report changes including that the original boundaries consisted of Phases 1, 2, and 3, along with 159.93 acres, as well as the fact that they would be adding another phase called Astoria North consisting of 332 single family lots. He also noted that Phase 3 of the original boundary was changed to incorporate one phase, named Phase 2, which consisted of 490 lots and represented the sum amount in Phases 1 and 2 that were combined. He added that they had also updated the permitting charge to include the permitting of Phase 2. He noted that the total cost for Phase 2 was \$13,020,000, and that the new Astoria North was \$7,820,000. He also pointed out that the offsite improvements and parks and recreational area

portions were not included in the total for Astoria North but instead included in the funding mechanism for Phase 2.

Ms. Rigoni asked Mr. Wood if the report was consistent with the Master Capital Improvement Plan, as well as if the costs in the report were reasonable in his professional opinion, to which he answered yes.

On MOTION by Mr. Elliott, seconded by Mr. Baxter, with all in favor, the First Amendment to the Engineer's Report, was approved as amended.

SEVENTH ORDER OF BUSINESS

Presentation of Amended and Restated Master Assessment Methodology

Ms. Burns reported that the District had previously approved the Master Assessment Methodology dated February 13th, and that since that adoption there had been an expansion to add new parcels within the District with 332 called Astoria North. She presented the tables in the attached report which included the development plan with 428 40' single family lots and 585 50' single family lots in Table 1, the Capital Improvement Plan in Table 2, the bond sizing totaling \$23,500,000 in Table 3, the allocation of improvement costs per unit in Table 4, the par debt per unit in Table 5, the net and gross annual debt assessments per unit in Table 6, and the preliminary assessment roll in Table 7.

Ms. Rigoni asked Ms. Burns if the methodology was consistent with the assessment methodology completed on February 13th to which she answered yes, as well as if would affect the Assessment Area 1 special assessments, and she answered no. Ms. Rigoni also asked if the lands within Assessment Area 2 and Astoria North received special benefits identified in the capital improvement plan, to which Ms. Burns answered yes. Additionally, she asked if the assessments were fairly and reasonably allocated, as well as if the special benefits described in the assessment report equal or exceed the assessments levied, to which Ms. Burns answered yes to both.

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

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2021-04
Declaring Special Assessments on
Boundary Amendment Parcel**

Ms. Burns stated that the resolution kicked off the assessment process on the area, and that they would follow the same processes used for the lands currently in the District. She added that the assessments also had to be paid and collected in no more than a 30 year annual installment and noted that they would publish the resolution twice in the newspaper for general circulation.

On MOTION by Mr. Baxter, seconded by Mr. Andrade, with all in favor, Resolution 2021-04 Declaring Special Assessments on Boundary Amendment Parcel, was approved as amended.

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2021-05
Setting a Public Hearing on the Imposition
of Special Assessments on Boundary
Amendment Parcel**

Ms. Burns stated that the public hearing was listed for May 20th with the address of 4900 Dundee Road at 1:00 p.m. She asked if the Board had any questions, and hearing none asked for a motion to approve.

On MOTION by Mr. Elliott, seconded by Mr. Andrade, with all in favor, Resolution 2021-05 Setting a Public Hearing on the Imposition of Special Assessments on Boundary Amendment Parcel for May 20, 2021 at 1:00 p.m., was approved.

TENTH ORDER OF BUSINESS

**Consideration of Resolution 2021-06
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. Rigoni stated that they would have to go through the process in order to collect assessments for the new area on the tax roll, adding that she suggested May 20th at 1:00 p.m. She asked for a motion to approve.

On MOTION by Mr. Elliott, seconded by Mr. Andrade, with all in favor, Resolution 2021-06 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 for May 20, 2021 at 1:00 p.m., was approved.

ELEVENTH ORDER OF BUSINESS

Consideration of Fee Increase Letter for District Counsel Services from Hopping, Green & Sams

Ms. Rigoni stated that the resolution was included in the agenda package. She asked if the Board had any questions, and hearing none asked for a motion to approve.

On MOTION by Mr. Andrade, seconded by Mr. Baxter, with all in favor, the Fee Increase Letter for District Counsel Services from Hopping, Green & Sams, was approved.

TWELTH ORDER OF BUSINESS

Consideration of Revised Audit Engagement Letter from Grau with Increase in Services Price for Fiscal Year 2020 Audit

Ms. Burns noted that there was another bond that Grau & Associates needed to audit, so there was an increase in price totaling \$4,300, including the bond issuance.

On MOTION by Mr. Baxter, seconded by Mr. Elliott, with all in favor, the Revised Audit Engagement Letter from Grau with Increase in Services Price for Fiscal Year 2020 Audit, was approved.

THIRTEENTH ORDER OF BUSINESS

Consideration of Rule G-17 Disclosure Letter from FMSbonds – ADDED

Ms. Rigoni stated that this was for Assessment Area 2 and the second bond issuance. She asked if there were any questions, and hearing none asked for a motion to approve.

On MOTION by Mr. Andrade, seconded by Mr. Baxter, with all in favor, Rule G-17 Disclosure Letter from FMSbonds, was approved.

FOURTEENTH 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 \$21,614.21 through February 28th. The Board had no questions on the check register.

On MOTION by Mr. Baxter, seconded by Mr. Elliott, with all in favor, the Check Register totaling \$21,614.21, was approved.

ii. Balance Sheet & Income Statement

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

iii. Summary of Series 2020 AA1 Requisitions #21 to #23

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. She asked for a motion to ratify.

On MOTION by Mr. Andrade, seconded by Mr. Baxter, with all in favor, the Summary of Series 2020 AA1 Requisitions #21 to #23, were ratified.

FIFTEENTH ORDER OF BUSINESS

Other Business

Ms. Burns noted that since they would be having a meeting on May 20th, the Board would cancel the meeting that was scheduled the week prior.

SIXTEENTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

There being none, the next item followed.

April 14, 2021


Astoria CDD

SEVENTEENTH ORDER OF BUSINESS

Adjournment

Ms. Burns adjourned the meeting.

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


Secretary/Assistant Secretary


Chairman/Vice Chairman