

**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 8, 2024**, at 1:02 p.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Brent Elliott	Chairman
Halsey Carson	Vice Chairperson
Karen Ritchie	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Lauren Gentry	District Counsel, Kilinski Van Wyk
Chris Loy	District Counsel, Kilinski Van Wyk
Bryan Hunter <i>by Zoom</i>	District Engineer, Hunter Engineering
Allen Bailey	Field Manager, GMS

**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**

Ms. Burns noted there are no members of the public present in person or via Zoom.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the March 5, 2024  
Board of Supervisors Meeting**

Ms. Burns presented the minutes from the March 5, 2024 Board of Supervisors Meeting. She asked for any questions, comments, or corrections to the minutes. The Board had no changes to the minutes.

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On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Minutes of the March 5, 2024 Board of Supervisors Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-06 Approving the Proposed Fiscal Year 2024/2025 Budget (Suggested Date: July 10, 2024), Declaring Special Assessments, and Setting a Public Hearing on the Adoption of the Fiscal Year 2024/2025 Budget and the Imposition of Operations and Maintenance Assessments**

Ms. Burns stated the suggested date in this resolution is July 10, 2024, which is their regular July meeting. She reviewed the budget with the Board. She noted they were proposing an increase on the platted lots and on the townhomes. She explained they increased the capital reserve transfer from about \$51,000 last year to \$100,000 this year to start building long-term reserves in the community now that they are nearing buildout. She further explained that number needs to be increased so that 10-years down the road they will have money allocated. She noted a few other line items that increased as well. She was happy to answer any questions. She stated they were not approving the budget today; they are just approving the preliminary budget. She pointed out that they would send mailed notice to all property owners based on the slight increases to the assessment and then they will adopt the budget at the July 10<sup>th</sup> meeting.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, Resolution 2024-06 Approving the Proposed Fiscal Year 2024/2025 Budget (Suggested Date: July 10, 2024), Declaring Special Assessments, and Setting a Public Hearing on the Adoption of the Fiscal Year 2024/2025 Budget and the Imposition of Operations and Maintenance Assessments, was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-07 Designating a Date, Time, and Location for a Landowners' Meeting and Election (November 13, 2024)**

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Ms. Burns stated they have three seats up for election this November. The regular November meeting date if they keep the meeting schedule the same is November 13 at 1:00 p.m. at the current location.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, Resolution 2024-07 Designating a Date, Time, and Location for a Landowners' Meeting and Election (November 13, 2024), was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Conveyance Documents  
for Chateau at Astoria Common Areas**

Ms. Gentry stated this was the form of deed and it includes all the tracts that are dedicated to the CDD on that Chateau plat. She noted title report came back clean for this property, but it looks like it is still owned by the Lennar land bank. She stated they were looking for a motion to approve in substantial form.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Conveyance Documents for Chateau at Astoria Common Areas, was approved in substantial form.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Gentry had nothing specific to report.

**B. Engineer**

Mr. Hunter had nothing to report.

**C. Field Manager's Report**

Mr. Bailey presented the field manager's report. He reviewed the completed items starting with the amenity lights. He explained that some of the overhang lights had come a little loose and they resecured those back up. The next completed item was the District signage. He stated some of the District's signs have been found leaning and they were able to secure those back. The next item he reviewed was the dog park. He stated the dog park gate was off off-kilter, so they put that back up and made it good and center so it will lock. The next two items are sod updates. The first

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update is for Eucalyptus Way where sod has been laid. The other update is for Daring Drive where sod has been laid at the cul-de-sac. He noted that Daring Drive has been an ongoing concern for residents. He added that this was also previously a quote that they looked into.

Mr. Bailey reviewed the ponds stating overall they looked good. They are not seeing a lot of vegetation, but it was losing water with no rain. He reviewed the new landscape stating overall it is doing well. They are keeping notes on it with what they can do with the water. He added right now the drought is hurting everything, but they are keeping tabs on it.

**i. Consideration of Proposal for Bench Installation throughout the Community**

Mr. Bailey presented a proposal for bench installation throughout the community. He noted there was a request by residents about benches being put into the District. He noted the proposed locations for the benches, which were marked on maps provided to the Board. He stated the benches would be inground-mounted benches that are 6' long. The total cost of this proposal is \$4,087 for installation and purchase of materials. After discussion, it was decided to change the proposed locations of the benches to have two at the playground at Astonia North and two at the dog parks.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Proposal for Bench Installation throughout the Community Totaling \$4,087, was approved as amended.

**D. District Manager's Report**

**i. Check Register**

**a) February 24, 2024 through March 20, 2024**

**b) March 30, 2024 through April 30, 2024**

Ms. Burns presented the check registers and offered to answer any questions from the Board. Hearing none, she asked for a motion to approve.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Check Registers, were approved.

**ii. Balance Sheet & Income Statement**

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Ms. Burns stated the financial statements were included in the package for review. There was no action necessary from the Board.

**iii. Presentation of Number of Registered Voters – 656**

Ms. Burns noted the number of registered voters within the District as of April 15<sup>th</sup> is 656.

**EIGHTH ORDER OF BUSINESS**

**Other Business**

Ms. Gentry stated she had a note that they were not enforcing towing in Chateau while construction is still going on. She asked if they were right to consider adding that to the towing policy. Ms. Burns responded that they looked at that and it had parking spots cut in on the roadway. She noted that when that is done, they don't necessarily need the signage because there is no street parking that is not in those defined spots. She explained their thought on that was they would want to look at the policy about doing no overnight parking of commercial vehicles. She noted they were looking at that and will bring it back. She added that Chateau is still under construction and at this point the towing vender is not enforcing in that area.

**NINTH ORDER OF BUSINESS**

**Supervisor's Requests and Audience Comments**

Ms. Burns noted there are no members of the public present in person or via Zoom.

**TENTH ORDER OF BUSINESS**

**Adjournment**

Ms. Burns adjourned the meeting.

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

*Jill Burns*

Secretary/Assistant Secretary

DocuSigned by:

*Brent Elliott*

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Chairman/Vice Chairman