

**MINUTES OF MEETING  
ASTONIA  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Astonia Community Development District was held Wednesday, **August 10, 2022** at 1:04 p.m. at 4900 Dundee Rd., Winter Haven, Florida.

Present and constituting a quorum:

Brent Elliott	Chairman
Halsey Carson	Assistant Secretary
Branden Eckenrode	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Lauren Gentry	KE Law
Grace Kobitter	KE Law
Bryan Hunter <i>by phone</i>	Hunter Engineering
Clayton Smith	GMS
Jarett Wright	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**

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

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the July 13, 2022  
Board of Supervisors Meeting**

Ms. Burns presented the July 13, 2022 Board of Supervisors meeting minutes and asked for any comments, changes, or corrections. The Board had no changes to the minutes.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, the Minutes of the July 13, 2022, Board of Supervisors Meeting, were approved.
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**FOURTH ORDER OF BUSINESS**

**Public Hearings**

Ms. Burns stated that this public hearing was advertised in the paper.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, Opening the Public Hearing, was approved.

**A. Public Hearing on the Adoption of the Fiscal Year 2023 Budget**

**i. Consideration of Resolution 2022-13 Adopting the District's Fiscal Year 2023 Budget and Appropriating Funds**

Ms. Burns reviewed the budget for the Board. There were no members of the public present.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, Resolution 2022-13 Adopting the District's Fiscal Year 2023 Budget and Appropriating Funds, was approved.

**ii. Consideration of Fiscal Year 2022/2023 Budget Deficit Funding Agreement with Chateau at Astoria, LLC**

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, the Fiscal Year 2022/2023 Budget Deficit Funding Agreement with Chateau at Astoria, LLC, was approved.

**iii. Consideration of Fiscal Year 2022/2023 Budget Deficit Funding Agreement with Pine Tree Trail Property, LLC**

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, the Fiscal Year 2022/2023 Budget Deficit Funding Agreement with Pine Tree Trail Property, LLC, was approved.

Ms. Burns asked for a motion to close the public hearing.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, Closing the Public Hearing, was approved.

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**B. Public Hearing on the Imposition of Operations and Maintenance Special Assessments**

Ms. Burns stated that this public hearing was advertised and mailed notice was sent to the property owners. She noted that this was just for the boundary amendment parcels that were recently added. She explained that they were not increasing the assessments. She noted that this was the hearing to impose O&M assessments for the boundary amendment parcels. She asked for a motion to open the public hearing.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, Opening the Public Hearing, was approved.

Ms. Burns stated that there were no members of the public present at this time. She asked for a motion to close the public hearing.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, Closing the Public Hearing, was approved.

**i. Consideration of Resolution 2022-14 Imposing Special Assessments and Certifying an Assessment Roll**

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, Resolution 2022-14 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-15 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2023**

Ms. Burns stated that this new fiscal year would start October 1, 2022. She noted that they usually approved that schedule when they adopt their budget for the year. She referred to the agenda package stating that what they had contemplated to keep the date, time, and location the same. She explained that they had some public locations in Polk County that they use. She noted a few of their options could be the Lake Alfred Library or any of the libraries. Mr. Elliott asked how many residents they had on the roll right now. Ms. Burns responded that there were not a lot

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and that they may not get much participation until the amenity opens. After discussion of the location options, they decided to look further into it and stick with the current location.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, Resolution 2022-15 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2023, was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Assignment of Contractor Agreement**

Ms. Burns stated that this would assign the contract that the developer entered with Blue Ox Enterprises, LLC to the CDD.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, the Assignment of Contractor Agreement, was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Letter for Underwriter Services from FMS Bonds**

Ms. Burns noted that this was for the issuance on the upcoming boundary amendment parcels that they would be issuing this fall.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, the Letter for Underwriter Services from FMS Bonds, was approved.

Mr. Elliott stated that they may have a contract on the Pine Tree Trail Property, LLC in the next couple of days. He noted that they would know more in a couple of days as far as moving forward with the bond issuance.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Gentry stated that there were some deficiencies discovered in the work performed by Tucker Paving in the master site work that was performed. She noted some major problems with the lines that they need to work with to enter these standards. She explained that there were good communications back and forth. She noted that yesterday they had received a letter from Tucker's

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counsel evoking the contract provision that required mediation. She stated that they recommended that the Board authorize a commencement of mediation procedures and recommended appointing one Board member, Mr. Eckenrode, to attend the mediation pending confirmation from the developer.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, Authorizing Commencement of Mediation and Branden Eckenrode to Attend Mediation Pending Confirmation from the Developer, was approved.
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**B. Engineer**

Mr. Hunter briefly reviewed the Engineer's report. He noted that Phases 2 and 3 were very close to the clearance of the water lines.

**C. Field Manager's Report** *(to be provided under separate cover)*

Mr. Smith noted that they were filling in all the mulch that was approved at the last meeting and that it looked better. He noted that they did some landscaping because of some plants that died and were struggling. He explained that they were monitoring all the different amenity areas and the mailbox areas that were coming online to make sure they had the maintenance in place. Mr. Smith continued to review and discuss the items on the field manager's report with the Board. He stated that he went onsite and made sure everything was mowed. Ms. Burns referred to a photo under separate cover and stated that they may want to look at the mailbox. She asked if there were lights there. Mr. Smith responded that there were not any lights there. Ms. Burns asked if they wanted to get a quote for solar lights because they get a lot of complaints of not being able to see at night. Mr. Smith responded yes.

**D. District Manager's Report****i. Check Register**

Ms. Burns stated that the check register was included in the agenda packet for review and the total was \$14,293.32 through June 30, 2022.

On MOTION by Mr. Elliott, seconded by Mr. Eckenrode, with all in favor, the Check Register, was approved.
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**ii. Balance Sheet & Income Statement**

Ms. Burns stated the financial statements were included in the package for review and they were through June. There was no action necessary by the Board.

**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.

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

*Jill Burns*

Secretary/Assistant Secretary

*Brent Elliott*

Chairman/Vice Chairman