

**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 5, 2024**, at 10:15 a.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Brent Elliott
Halsey Carson
Karen Ritchie

Chairman
Vice Chairperson
Assistant Secretary

Also present were:

Jill Burns
Lauren Gentry
Bryan Hunter *by Zoom*
Allen Bailey

District Manager, GMS
District Counsel, Kilinski Van Wyk
District Engineer, Hunter Engineering
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 December 13,
2023 Board of Supervisors Meeting**

Ms. Burns presented the minutes from the December 13, 2023 Board of Supervisors Meeting. She asked for any questions, comments, or corrections to the minutes. The Board had no changes to the minutes.

<p>On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Minutes of the December 13, 2023 Board of Supervisors Meeting, were approved.</p>

March 5, 2024

Astoria CDD

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2024-05
Ratifying Series 2024 Bonds**

Ms. Burns stated the District closed on the assessment four area bonds on January 30th and this resolution ratifies, confirms, and approves all of the actions taken by staff and officers in coordination with the closing of the bonds.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, Resolution 2024-05 Ratifying Series 2024 Bonds, was approved.

FIFTH ORDER OF BUSINESS

**Consideration of Third Amended and
Restated Disclosure of Public Financing**

Ms. Burns stated this has already been recorded in the public record so just a motion to ratify. This is to put potential property owners in assessment area four on notice regarding the recent bond issuance.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Third Amended and Restated Disclosure of Public Financing, was ratified.

SIXTH ORDER OF BUSINESS

**Ratification of Special Warranty Deeds for
Phase 1, Phase 2, and Phase 3**

Ms. Gentry stated these convey the property to the CDD for the Phase, 1, Phase 2, and Phase 3 properties.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Special Warranty Deeds for Phase 1, Phase 2, and Phase 3, were ratified.

SEVENTH ORDER OF BUSINESS

**Ratification of Pine Tree Trail Assignment
Documents**

Ms. Gentry noted this assigns the private construction contract for Pine Tree Trail with Con-Sur to the District so that the District is the owner for the purposes of that contract.

March 5, 2024

Astoria CDD

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Pine Tree Trail Assignment Documents, were ratified.

EIGHTH ORDER OF BUSINESS

Consideration of 2024 Non-Ad Valorem Contract Agreement with Polk County Property Appraiser

Ms. Burns noted this is the annual renewal of their agreement that the District needs in order to collect assessments on roll.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the 2024 Non-Ad Valorem Contract Agreement with Polk County Property Appraiser, was approved.

NINTH ORDER OF BUSINESS

Staff Reports

Ms. Burns stated the parking policy was approved by the Board at a previous meeting and right now the Chateau portion is still under construction so the towing vendor is not towing in that phase. They started towing as of yesterday when that policy went into effect. The Chateau’s portion had one side of street parking to be consistent with other areas. The townhome phase has parallel parking spots in front and some overflow lots that were designed as additional parking areas. Outside of those areas, just the spots that are utilized and you cannot park anywhere else. Mr. Bailey noted there is a lot in the back and at the bottom near the mailboxes is a lot and parallel parking on the right side. Ms. Burns noted for now the towing vendor is not towing from that area and they will reevaluate if signage is needed. She noted since there is no street parking spots a policy may not be needed for that area. Ms. Gentry recommended a motion to approve how it is being treated now and at the next meeting do an amended resolution with a map attached.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, Direction not to Perform any Towing right now in the Chateau Portion, was approved.

A. Attorney

Ms. Gentry had nothing specific to report. She noted with the Pine Tree Trail assignment documents, a note for the record that those do include a Demand Note Agreement in lieu of the normal payment performance bonds. Florida Statute allows this alternative form of security when

March 5, 2024

Astonia CDD

it is approved by a government entity. It also includes a temporary construction and access easement agreement.

B. Engineer

Mr. Hunter had nothing to report.

C. Field Manager's Report

Mr. Bailey presented the field manager's report that included signage straightening, debris removal, repair patch on James Paul Road, landscape installation at Astonia North entrance, security camera installation at amenity center, and dog park rule signage and waste station installed in Phase 3.

i. Consideration of Addendum to Add Chateau at Astonia Area to Pond Maintenance Contract

Mr. Bailey presented the proposal from Aquatic Weed Management for monthly pond maintenance on four ponds for \$300 per month which will add \$3,600 per year to the current contract.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Addendum to Add Chateau at Astonia Area to Pond Maintenance Contract, was approved.

ii. Consideration of Addendum to Add Chateau at Astonia Area to Landscape Maintenance Contract

Mr. Bailey presented the proposal from Prince to take over landscaping at the Chateau for \$23,520 per year. This will encompass the areas marked in green on the map on page 130 of the agenda package.

On MOTION by Mr. Elliott, seconded by Ms. Ritchie, with all in favor, the Addendum to Add Chateau at Astonia Area to Landscape Maintenance Contract, was approved.

D. District Manager's Report

i. Check Register

March 5, 2024

Astoria CDD

Ms. Burns presented the check register 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 Register, was approved.

ii. Balance Sheet & Income Statement

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

iii. Discussion Regarding April 10, 2024 Meeting Room Availability

Ms. Burns noted this room will not be available for the April 10 meeting. She stated they do need to hold that meeting to work on the preliminary budget for the upcoming year. They can keep the same date but change the location. Monday the 8th is available at the same time or Wednesday the 17th in the morning at 9:00. A Board member recommended Monday the 8th at 1:00.

TENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Supervisor’s Requests and Audience Comments

Ms. Burns opened the meeting for questions from the audience.

- Eddie Sportas (1083 Cascade Dr.) – Thanked everyone for their hard work. He asked about adding a fountain and benches around the retention ponds. Ms. Burns noted fountains are for esthetics and require a ton of maintenance. There is a contingency budget for resident requests such as benches so they could get a quote per bench and look at doing a few this year then add more in future years.

TWELFTH ORDER OF BUSINESS

Adjournment

Ms. Burns adjourned the meeting.

March 5, 2024

Astoria CDD

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

Jill Burns

Secretary/Assistant Secretary

DocuSigned by:

Brent Elliott

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Chairman/Vice Chairman