

**MINUTES OF MEETING  
ASTONIA  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Astonia Community Development District was held Wednesday, **November 13, 2024**, at 1:00 p.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Brent Elliott  
Halsey Carson  
Timothy Todd

Chairman  
Vice Chairperson  
Assistant Secretary

Also present were:

Jill Burns  
Chris Loy  
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 stated no members of the public are present at this time and none joining via Zoom.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Administration of Oaths of Office to Newly Elected Board Members**

Ms. Burns administered the oath of office to Brent Elliott, Halsey Carson, and Timothy Todd.

**B. Consideration of Resolution 2025-01 Canvassing and Certifying the Results of the Landowners' Election**

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Ms. Burns that Timothy Todd received 30 votes for Seat #1 and Halsey Carson for Seat #5 and Brent Elliott for Seat #2 received 31 votes.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, Resolution 2025-01 Canvassing and Certifying the Results of the Landowners' Election, was approved.

**C. Election of Officers**

**D. Consideration of Resolution 2025-02 Electing Officers**

Ms. Burns stated previously Brent Elliott was Chairman, Halsey Carson was Vice Chair and the other three Supervisors were Assistant Secretaries along with George Flint and herself as Secretaries.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, Resolution 2025-02 Electing Officers as slated above, was approved.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the September 11, 2024 Board of Supervisors Meeting**

Ms. Burns presented the minutes from the September 11, 2024, Board of Supervisors Meeting. She asked for any questions, comments, or corrections to the minutes. The Board had no changes to the minutes.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Minutes of the September 11, 2024, Board of Supervisors Meeting, were approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-03 Authorizing the Publication of Legal Advertisements and Public Notices on a Publicly Accessible Website in Polk County**

Ms. Burns stated Florida Statutes allows the CDD to utilize a website for advertisement instead of the newspaper if the county has a notice website. Polk County has recently gone through that process to establish that website. They are using that for some of their notices so the District

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is able to piggyback off of that website if this resolution is approved and publish an ad saying they will use that publication method instead of the newspaper.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, Resolution 2025-03 Authorizing the Publication of Legal Advertisements and Public Notices on a Publicly Accessible Website in Polk County, was approved.

## **SIXTH ORDER OF BUSINESS**

### **Ratification of License Agreement for HOA Events**

Ms. Burns noted some on the HOA Board reached out about a couple of resident events they wanted to do on CDD property. Generally, if there is an HOA involved, they have insurance. Ms. Gentry and Mr. Loy drafted a license agreement for the HOA. They can do a single agreement with them that has an exhibit attached that can be updated for individual events rather than doing an agreement for every time they reach out for something.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the License Agreement for HOA Events, was ratified.

## **SEVENTH ORDER OF BUSINESS**

### **Consideration of HOA Event Requests in Community for Use of Oceania Avenue Amenity Parking Lot:**

- A. Astonia 5K Turkey Trot – Saturday, November 23, 2024 (7:30 AM to 10:30 AM)**
- B. Astonia Community Christmas Party – Sunday, December 15, 2024 (4:00 PM to 7:00 PM)**

Ms. Burns presented two HOA events for Board approval. The first is the Turkey Trot through the neighborhood and the second is a community Christmas party with food trucks and other events. The information on these is included in the agenda.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the HOA Event Requests in the Community for Use of Oceania Avenue Amenity Parking Lot, was approved.

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**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Loy reminded the Board of the 4 hours of ethics training due by December 31, 2024.

**B. Engineer**

Mr. Hunter had nothing to report.

**C. Field Manager's Report**

Mr. Bailey presented the Field Manager's report on page 55 of the agenda package.

**D. District Manager's Report**

**i. Check Register**

Ms. Burns presented the check register for review and offered to answer any questions on any of the invoices, otherwise looking for a motion to approve.

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

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

**NINTH ORDER OF BUSINESS**

**Other Business**

There being no comments, the next item followed.

**TENTH ORDER OF BUSINESS**

**Supervisor's Requests and Audience Comments**

Ms. Burns noted there are still no members of the public on the Zoom line.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

Ms. Burns adjourned the meeting.

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

*Jill Burns*

Secretary/Assistant Secretary

Signed by:

*Brent Elliott*

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Chairman/Vice Chairman