MINUTES OF MEETING
ASTONIA
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Astonia Community Development District was held on Wednesday, **August 13, 2025,** at 1:03 p.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Halsey Carson	Chairman
Cody Hatmaker	Vice Chairman
Gary Hatmaker	Assistant Secretary

Also present were:

Katie O'Rourke	District Manager, GMS
Jill Burns	District Manager, GMS
Lauren Gentry	District Counsel, KVW Law
Anastasia Rios	District Counsel, KVW Law
Allen Bailey	Field Manager, GMS

FIRST ORDER OF BUSINESS **Roll Call**

Ms. O'Rourke called the meeting to order and called the roll at 1:03 p.m. Three Supervisors were present constituting a quorum.

SECOND ORDER OF BUSINESS **Public Comment Period**

Ms. O'Rourke stated no members of the public were present, but there were residents in attendance via Zoom. There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS **Approval of Minutes of the June 11, 2025 Board of Supervisors Meeting & the June 11, 2025 Audit Committee Meeting**

Ms. O'Rourke presented the minutes of the June 11, 2025, Board of Supervisors meeting. She asked for any comments, questions, or corrections to the minutes. The Board had no changes.

> On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, the Minutes of the June 11, 2025, Board of Supervisors Meeting & the June 11, 2025 Audit Committee Meeting, were approved.

FOURTH ORDER OF BUSINESS **Organizational Matters**

A. Acceptance of Resignation of Timothy Todd (Seat #1 Exp. 11/2026)

Ms. O'Rourke stated they were looking for a motion to accept the resignation of Mr. Timothy Todd.

> On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, the Acceptance of Resignation of Mr. Timothy Todd, (Seat #1 Exp. 11/2026), was approved.

B. Appointment of Individual to Fill Board Vacancy

Ms. Burns noted that a motion was made to nominate Ms. Karen Ritchie.

> On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, the Appointment of Ms. Karen Ritchie to Fill Board Vacancy was approved.

C. Administration of Oath of Office to Newly Appointed Individual

Ms. O'Rourke stated that the oath would be given at a later date.

D. Consideration of Resolution 2025-07 Electing Officers

Ms. O'Rourke stated that the Board had reviewed the updated organizational chart starting on page 62. Ms. Monica Virgin was removed from her position due to her transition into a different role, and she was subsequently added as an Assistant Secretary, alongside Ms. Jill Burns and Mr. George Flint. The Board noted that a motion was still needed to appoint a Chairperson and Vice

Chairperson, with the others serving as Assistant Secretaries. Mr. Carson was nominated to serve as the Chair and Mr. Cody Hatmaker was appointed as the Vice Chairman.

> On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, Resolution 2025-07 Electing Officers as slated above, was approved.

FIFTH ORDER OF BUSINESS **Public Hearing**

Ms. Burns stated that this public hearing had been advertised and asked for a motion to open the public hearing.

> On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, Opening the Public Hearing was approved.

A. Consideration of Resolution 2025-08 Adopting the Fiscal Year 2026 Budget and Appropriating Funds

Ms. Burns stated that the Board had reviewed the budget highlights and noted there was a decrease proposed for the upcoming fiscal year. Single-family lots were reduced by about $40 and townhome lots by about $30 compared to the current year. The most significant savings came from field expenses, mainly from lower landscaping and water/sewer costs based on actuals and contracts. Amenity expenses were slightly higher due to an increase in security services, with coverage expanded to seven days a week during peak season. Even with that change, the overall budget still went down, helped by lowering the capital reserve contribution. Ms. Burns asked for public comments on the budget, but none were made. She asked if anyone had any questions or comments, then asked for a motion to approve.

> On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, Resolution 2025-08 Adopting the Fiscal Year 2026 Budget and Appropriating Funds, was approved.

B. Consideration of Resolution 2025-09 Imposing Special Assessments and Certifying an Assessment Roll

Ms. Burns stated that the Board had certified the assessments for collection based on the approved budget and noted the previously levied debt assessments. Since the assessment amount was being decreased, they removed the line in Section 2 about the lien being the maximum assessment rate and then approved the resolution as amended.

> On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, Resolution 2025-09 Imposing Special Assessments and Certifying an Assessment Roll, was approved as amended.

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

> On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, Closing the Public Hearing was approved.

SIXTH ORDER OF BUSINESS **Acceptance of Audit Committee Rankings and Authorization to Send Notice to Award**

Ms. O'Rourke stated that the committee had previously ranked Grau & Associates as the number one choice, and the Board only needed a motion to accept those rankings and authorize staff to send the notice of award to Grau & Associates.

> On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, the Acceptance of Audit Committee Rankings and Authorization to Sending a Notice of Intent to Award to Grau & Associates, was approved.

SEVENTH ORDER OF BUSINESS **Consideration of Resolution 2025-10 Designation of Regular Monthly Meeting Date, Time and Location for Fiscal Year 2026**

Ms. O'Rourke stated that the Board had reviewed the proposed meeting dates starting on page one and confirmed there were no holiday conflicts. All meetings were scheduled for the second Wednesday of each month at 1:00 p.m.

> On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, Resolution 2025-10 Designation of Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2026 was approved.

EIGHTH ORDER OF BUSINESS **Consideration of Resolution 2025-11 Adopting Amended Amenity Rules**

Ms. O'Rourke stated that on page 122, section 3 of the amenity policies, the Board added language under the lakes and ponds section to make it clear that motorized vessels and boats were not allowed to operate within the District's lakes. She added they were looking for a motion to approve.

> On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, Resolution 2025-11 Adopting Amended Amenity Rules, was approved.

NINTH ORDER OF BUSINESS **Presentation of Arbitrage Rebate Report from AMTEC for Series 2023 Assessment Area Three Project Bonds**

Ms. O'Rourke stated that the Board had reviewed the arbitrage rebate compliance report starting on page 125 of the agenda package. She added that the District must show it did not earn more interest than it paid on its bonds. The independent report, required by the trust indenture, showed a negative amount of $7,056.62 on page 4, confirming compliance. A motion was requested to accept the report.

> On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, Accepting the Arbitrage Rebate Report from AMTEC for Series 2023 Assessment Area Three Project Bonds, was approved.

TENTH ORDER OF BUSINESS **Presentation of Fiscal Year 2024 Audit Report**

Ms. O'Rourke stated that Grau & Associates had completed the annual audit starting on page 142 for Fiscal Year 2024. She noted that it was an independent report required by statute and submitted on time by the June 30 deadline. She stated that the findings indicated a clean audit, with no noncompliance issues, no findings, and no corrective actions required. The Board was asked for a motion to accept the report.

> On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, Accepting the Fiscal Year 2024 Audit Report, was approved.

ELEVENTH ORDER OF BUSINESS Goals and Objectives

A. Adoption of the Fiscal Year 2026 Goals & Objectives

Ms. O'Rourke stated that the Board had reviewed the 2026 goals and objectives beginning on page 175 of the agenda package. She noted that state law required CDDs to adopt annual goals and report on them at the end of each fiscal year, and management recommended continuing to adopt them alongside the annual budget. Ms. O'Rourke added that the goals covered three main areas: community communication and engagement, infrastructure and facilities maintenance, and financial transparency and accountability. Staff suggested adopting the same goals as the prior year for efficiency, effective October 1, 2025, through September 30, 2026. Ms. O'Rourke said that the Board was asked for any edits or discussion; otherwise, a motion to approve was requested.

> On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, Adoption of the Fiscal Year 2026 Goals & Objectives, was approved.

B. Presentation of Fiscal Year 2025 Goals and Objectives and Authorizing Chair to Execute

Ms. O'Rourke stated that the Board had reviewed the goals approved last year and noted that they were on track to meet them. Ms. O'Rourke explained that they just needed a motion to allow the chair to sign off on the goals at the end of the fiscal year so they could be reported as completed and posted online by the December 1 deadline. The agenda packet included a checklist for the chair and District manager to confirm completion. A motion was made to authorize the chair to sign the appointment.

> On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, Accepting the Fiscal Year 2025 Goals and Objectives and Authorizing Chair to Execute was approved.

TWELFTH ORDER OF BUSINESS Staff Reports

A. Attorney

Ms. Hancock stated that the Form 1s were due July 1st, though there was still a grace period for anyone who hadn't submitted it yet. She added that Ms. Burns's office could help with questions. Ms. Hancock noted that when filling out the form, they also checked off the ethics training requirement, which has to be completed every year. She said that the same online videos from last year still counted, and free links were available if needed. She also mentioned that anyone who hadn't turned in their form would have received an email, so if no email was received, they were in good standing.

B. Engineer

Mr. Hunter was not present. Ms. O'Rourke stated that they could relay any engineering questions to Mr. Hunter.

C. Field Manager's Report

Mr. Bailey reported that the beam on North Monument had been put back in place and held up through the weather. The road on James Paul Road was repaired. Fence sections at the dog park and other small storm-damaged areas were fixed. New landscaping was installed around the district and was looking healthy, and ponds had no major algae issues.

i. Consideration of Weber Proposal for Installation of Mulch at Pool Area

Mr. Bailey presented the proposal for installing the mulch in the pool area. The Board agreed the mulch was optional and held off until pictures could be provided.

ii. Consideration of Weber Proposal of Mulch for the Playground – ADDED

Mr. Bailey stated the proposal to replace worn mulch at the Estonian playground was $2,500.

> On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, the Weber Proposal of Mulch for the Playground, was approved.

iii. Consideration of Weber Proposal for Installation of Irrigation Bubblers at New Trees

Mr. Bailey stated that the proposal for the installation of the irrigation bubbler and fixing the broken lines along the boulevards would cost $4,335.

> On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, the Weber Proposal for Installation of Irrigation Bubblers at New Trees, was approved.

iv. Consideration of Proposal to Install Lighting at Astonia North Entry Monument

Mr. Bailey stated that Residents had complained that the North Monument sign was too dark. Two lighting proposals were presented: Florida Lighting at $850 for an 80-watt floodlight, and Current Demands at $1,187 for a 90-watt floodlight. Since the area was dark due to a downed county streetlight, the board leaned toward the Florida Lighting option to brighten the monument.

> On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, the Proposal to Install Lighting at Astonia North Entry Monument, was approved.

D. District Manager's Report

i. Check Register

Ms. O'Rourke stated that the check register for April 1, 2025, through June 30, 2025, is included in the package for review. She added that all of the invoices were checked for accuracy and offered to take questions; otherwise, she is looking for a motion to approve.

> On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, the Check Register was approved.

ii. Balance Sheet & Income Statement

Ms. O'Rourke noted that financial statements are included in the package for review. She stated that these were the unaudited financials through June 20, 2025, and that there was no action necessary.

iii. Approval of Amenity Policy Clarification Regarding Access Card Issuance

Ms. O'Rourke stated that the Board could approve a minor update to the amenity policies. She noted that the old wording stated access cards would be given at closing, but it was later changed to indicate they would be provided once residents registered after closing. This was done to clear up confusion from some builders who thought the cards were handed out at closing. No one objected to the change.

On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, the Amenity Policy Clarification Regarding Access Card Issuance, was approved.

THIRTEENTH ORDER OF BUSINESS **Other Business**

There being no comments, the next item followed.

FOURTEENTH ORDER OF BUSINESS **Supervisor's Requests and Audience Comments**

There being no comments, the next item followed.

FIFTEENTH ORDER OF BUSINESS **Adjournment**

Ms. Burns adjourned the meeting.

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

Signed by:
Katie O'Rourke
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Secretary/Assistant Secretary

Signed by:
Halsey Carson
A69984009CB149F...

Chairman/Vice Chairman