



Rizzetta & Company

Astoria Community Development District

**Board of Supervisors' Meeting
September 24, 2019**

**District Office:
5844 Old Pasco Road, Suite 100
Pasco, Florida 33544
813.994.1615**

www.asturiacdd.org

**ASTURIA
COMMUNITY DEVELOPMENT DISTRICT**

Rizzetta & Company, Inc., 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544

Board of Supervisors	Lane Gardener Walter O' Shea Lee Thompson Carla Luigs Matthew Gallagher	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Matthew Huber	Rizzetta & Company, Inc.
District Counsel	Sarah Warren	Hopping, Green & Sams
District Engineer	Al Belluccia	Florida Design Consultants

All cellular phones must be placed on mute while in the meeting room.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 994-1001. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

August 18, 2019

Board of Supervisors
**Asturia Community
Development District**

FINAL AGENDA

The Regular meeting of the Board of Supervisors of the Asturia Community Development District will be held on **September 24, 2019 at 6:00 p.m.** at the Asturia Clubhouse, located at 14575 Promenade Parkway, Odessa, FL 33556. The following is the tentative agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. REPORTS**
 - A. Presentation by FDOT on Regarding Temporary Closure of Median
 - B. Update from Pasco Sheriff's office
 - C. Landscape Report
 - D. Aquatic Report
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors Regular Meeting held on August 27, 2019.....Tab 1
 - B. Consideration of Operation and Maintenance for August 2019..... Tab 2
 - C. Consideration of Construction Requisitions #61-#63..... Tab 3
- 5. BUSINESS ITEMS**
 - A. Consideration of First Addendum to Professional Services Contract.....Tab 4
 - B. Ratification of Renumbering Resolutions approved on August 27, 2019
- 7. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Clubhouse Manager Report.....Tab 5
 - D. District Manager
- 7. SUPERVISOR REQUESTS**

8. ADJOURNMENT

I look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call me at (813) 994-1001.

Very truly yours,

Matthew Huber
District Manager

Tab 1

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

ASTURIA COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Asturia Community Development District was held on **Tuesday, August 27, 2019 at 1:00 PM** at the Asturia Clubhouse, located at 14575 Promenade Parkway, Odessa, FL 33556.

Present and constituting a quorum:

Lane Gardner	Board Supervisor, Chair
Lee Thompson	Board Supervisor, Asst. Secretary
Matthew Gallagher	Board Supervisor, Asst. Secretary

Also present were:

Matt Huber	District Manager; Rizzetta & Co., Inc.
Sarah Warren	District Counsel; Hopping Green & Sams
Ivette Fernandez	Amenities Manager; RASI
Sean Manson	Construction Manager; Hines
Frank Galdo	Pasco County Extension
Scott Smith	Regional Manager; RASI
Gregg Gruhl	Amenity Services Manager; RASI

Audience

FIRST ORDER OF BUSINESS

Call to Order

Mr. Huber called the meeting to order and performed roll call, confirming a quorum was present.

SECOND ORDER OF BUSINESS

Public Comments

Mr. Gardner gave open comments to the audience.

Audience members had questions and/or comments on items including test boring on Caravan; cracks in the sidewalks on Verona Lane, common areas of the park, bus stop locations, adding bike racks or a pavilion for pickup of kids, May & February duplicate updates, entrance "No Parking" at the main front area, a tree leaning on Claymore, small amenities repairs, lights needed at the mailboxes, grass cutting,

46 sidewalk mold issues, elections to be held at the clubhouse, missing sod, and irrigation
47 issues.

48
49 **THIRD ORDER OF BUSINESS** **Consideration of Contract for**
50 **Professional Amenity Services**

51
52 Mr. Huber presented a contract for professional amenity services to the Board for
53 consideration.

54

On a Motion by Mr. Gardner, seconded by Mr. Thompson, with all in favor, the Board of Supervisors approved the amenity services contract from RASI for the Asturia Community Development District.

55
56 **FOURTH ORDER OF BUSINESS** **Consideration of ADA Website**
57 **Proposals**

58
59 Mr. Huber presented website ADA compliance proposals to the Board for
60 consideration. Discussion ensued.

61

On a Motion by Mr. Gardner, seconded by Mr. Thompson, with all in favor, the Board of Supervisors accepted the website ADA compliance proposal from Campus Suite for the Asturia Community Development District.

62
63 **FIFTH ORDER OF BUSINESS** **Consideration of Professional**
64 **Technology Services Contract**

65
66 Mr. Huber presented a contract for professional technology services to the Board
67 for consideration.

68

On a Motion by Mr. Gardner, seconded by Mr. Thompson, with all in favor, the Board of Supervisors approved the technology services contract from Rizzetta & Company for the Asturia Community Development District.

69
70 **SIXTH ORDER OF BUSINESS** **Public Hearing on Fiscal Year**
71 **2019-2020 Budget**

72
73 Mr. Huber presented the Fiscal Year 2019-2020 approved proposed budget to the
74 Board for consideration and asked for a motion to open the public hearing.

75

On a motion by Mr. Gardner, seconded by Mr. Gallagher, with all in favor, the Board of Supervisors opened the public hearing on adoption of the Fiscal Year 2019-2020 Approved Proposed Budget for the Asturia Community Development District.

76
77
78
79
80
81
82
83
84
85

Mr. Huber reviewed the cover sheet explaining changes in the budget and asked for any comments or questions from the public on the proposed budget; there were none.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution
2019-06, Adopting Fiscal Year
2019-2020 Final Budget**

Mr. Huber presented Resolution 2019-06 to the Board for consideration.

On a motion by Mr. Thompson, seconded by Mr. Gardner, with all in favor, the Board of Supervisors adopted Resolution 2019-06, Adopting the Fiscal Year 2019-2020 Final Budget, for the Asturia Community Development District.

86

On a motion by Mr. Gardner, seconded by Mr. Gallagher, with all in favor, the Board of Supervisors closed the public hearing on adoption of the Fiscal Year 2019-2020 final budget for the Asturia Community Development District.

87
88
89
90
91
92
93
94
95

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution
2019-07, Imposing Special
Assessments and Certifying
Assessment Roll**

Mr. Huber presented Resolution 2019-07 to the Board for consideration and asked for a motion to open the public hearing.

On a motion by Mr. Thompson, seconded by Mr. Gardner, with all in favor, the Board of Supervisors opened the public hearing on imposing special assessments and certifying the assessment roll for the Asturia Community Development District.

96
97
98

Mr. Huber asked for any comments or questions from the public; there were none.

On a motion by Mr. Thompson, seconded by Mr. Gardner, with all in favor, the Board of Supervisors closed the public hearing on imposing special assessments and certifying the assessment roll for the Asturia Community Development District.

99

On a motion by Mr. Gardner, seconded by Mr. Thompson, with all in favor, the Board of Supervisors adopted Resolution 2019-07, Imposing Special Assessments and Certifying the Assessment Roll, for the Asturia Community Development District.

100

101 **NINTH ORDER OF BUSINESS**

**Consideration of Resolution
2019-08, Setting the Fiscal Year
2019-2020 Meeting Schedule**

102

103

104

105 Mr. Huber presented Resolution 2019-08 to the Board. Brief discussion ensued. It
106 was noted that meetings may be added, or meeting times changed to nighttime.

107

On a Motion by Mr. Gardner, seconded by Mr. Thompson, with all in favor, the Board of Supervisors adopted Resolution 2019-08, Setting the Meeting Schedule for FY 2019-2020, for the Asturia Community Development District.

108

109 **TENTH ORDER OF BUSINESS**

**Ratification of Fifth Amendment
to the Consultant Agreement for
Professional Services between
Asturia CDD and Raysor
Transportation Consulting, LLC**

110

111

112

113

114

115 Mr. Huber presented an amendment to the consultant agreement to the Board for
116 ratification.

117

On a Motion by Mr. Gardner, seconded by Mr. Gallagher, with all in favor, the Board of Supervisors ratified the fifth amendment to the consultant agreement for professional services between the District and Raysor Transportation Consulting, LLC for the Asturia Community Development District.

118

119 **ELEVENTH ORDER OF BUSINESS**

**Consideration of Gym Window
Tinting and Blinds Proposals**

120

121

122 Mr. Huber presented proposals for gym window tinting and blinds to the Board for
123 consideration. The Board tabled the item due to lack of interest.

124

125 **TWELFTH ORDER OF BUSINESS**

**Consideration of Holiday
Lighting Proposals**

126

127

128 Mr. Huber presented proposals for holiday lighting installations to the Board for
129 consideration. Discussion ensued. The Board declined all options presented and

130 requested a cheaper alternative.

131

132 **THIRTEENTH ORDER OF BUSINESS**

**Ratification of Universal
Engineering Sciences Proposal**

133

134

135 Mr. Huber presented a proposal for Caravan Road asphalt geotechnical testing
136 services to the Board for ratification.

137

On a Motion by Mr. Gardner, seconded by Mr. Gallagher, with all in favor, the Board of Supervisors ratified the geotechnical engineering services proposal from Universal Engineering Sciences for the Asturia Community Development District.

138

139 **FOURTEENTH ORDER OF BUSINESS**

**Consideration of Stormwater
Inlet Cleaning Proposals**

140

141

142 Mr. Huber presented proposals for stormwater inlet cleaning to the Board for
143 consideration. Discussion ensued. The Board tabled consideration of the item until a
144 revised scope can be issued.

145

146 **FIFTEENTH ORDER OF BUSINESS**

**Consideration of Down To Earth
Agreement for Phase 3**

147

148

149 Mr. Huber presented a landscape and irrigation maintenance agreement with Down
150 to Earth for Phase 3 to the Board for consideration.

151

On a Motion by Mr. Thompson, seconded by Mr. Gardner, with all in favor, the Board of Supervisors approved the Phase 3 landscape and irrigation maintenance agreement with Down to Earth for the Asturia Community Development District.

152

153 **SIXTEENTH ORDER OF BUSINESS**

**Consideration of Smith Machine
Proposal for Gym**

154

155

156 Mr. Huber presented a proposal for a Smith workout machine to the Board for
157 consideration. Discussion ensued. The Board chose to table consideration of the item.

158

159 **SEVENTEENTH ORDER OF BUSINESS**

**Consideration of Minutes of
Board of Supervisors' Meeting
Held on May 28, 2019**

160

161

162

163 Mr. Huber presented the minutes of the Board of Supervisors' regular meeting
164 held on May 28, 2019.

165

On a Motion by Mr. Gardner, seconded by Mr. Gallagher, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on May 28, 2019 as presented for the Asturia Community Development District.

166
167 **EIGHTEENTH ORDER OF BUSINESS**

**Consideration of Operations &
Maintenance Expenditures for
May, June, and July 2019**

168
169
170
171 Mr. Huber presented the Operations & Maintenance expenditures for May 2019,
172 June 2019, and July 2019 to the Board of Supervisors for ratification.
173

On a Motion by Mr. Gardner, seconded by Mr. Gallagher, with all in favor, the Board of Supervisors ratified the Operations & Maintenance expenditures for May 2019 (\$64,959.21), June 2019 (\$39,298.83), and July 2019 (\$85,815.80) for the Asturia Community Development District.

174
175 **NINETEENTH ORDER OF BUSINESS**

Ratification of Requisitions

176
177 Mr. Huber presented requisitions #52-60 to the Board for ratification.
178

On a Motion by Mr. Gardner, seconded by Mr. Thompson, with all in favor, the Board of Supervisors ratified requisitions #52-60 for the Asturia Community Development District.

179
180 **TWENTIETH ORDER OF BUSINESS**

Staff Reports

181
182 **A. District Counsel**

183
184 At the Board's request, Ms. Warren discussed the use of golf carts in the
185 community, safety and traffic study requirements, and legal fees and ramifications.
186

187 **B. District Engineer**

188
189 Not present; no report provided.
190

191 **C. Monthly Inspection Reports**

192
193 Mr. Huber presented the monthly maintenance inspection reports to the Board
194 for review.
195
196
197

198
199
200
201
202
203
204
205
206
207
208
209
210
211
212
213
214
215
216

217
218
219
220
221

D. Clubhouse / Amenities Management Report

Mr. Huber presented the monthly clubhouse/amenities management report to the Board for review.

E. District Manager

Mr. Huber provided updates on items including traffic enforcement signage estimates, the upgrade of entry lights to waterproof LEDs, Phase 3 light poles on back order, and revising and updating of the clubhouse policies and rules and rates for consideration at a future meeting. He also introduced discussion of ADA requirements as requested by resident David Christopher, who was present to speak with the Board.

Mr. Huber also confirmed that the next meeting is scheduled to be held on September 24th at 6:00 PM.

TWENTY-FIRST ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Thompson, seconded by Mr. Gardner, with all in favor, the Board adjourned the Board of Supervisors' meeting at 3:54 PM for the Asturia Community Development District.

Assistant Secretary

Chair / Vice-Chair

Tab 2

ASTURIA COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

Operation and Maintenance Expenditures August 2019 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from August 1, 2019 through August 31, 2019. This does not include expenditures previously approved by the Board.

The total items being presented: **\$32,671.99**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Astoria Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2019 Through August 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Benjamin Davis Sams	002195	072619	DJ Services for Back to School Event 08/19	\$ 250.00
Best Termite & Pest Control, Inc.	002186	972856	Pest Control 07/19	\$ 55.00
Christopher Phillips	002191	072519-Phillips	Refund of Rental Deposit 07/19	\$ 250.00
County Sanitation	002196	10432948	Clubhouse Dumpster 08/19	\$ 34.00
DCSI, Inc	002189	25919	Service Call - Access/Gate Repairs 07/19	\$ 267.50
Duke Energy	002190	02017 22358 06/19	000 Aviles Parkway Lite 06/19	\$ 3,203.71
Duke Energy	002197	Duke Electric Summary 07/19	Duke Electric Summary 07/19	\$ 2,443.30
Duke Energy	002207	13808 69448 07/19	14721 State Rd 54 Lite 07/19	\$ 6,753.75
Florida Department of Revenue	002198	85-8016529160C-9 07/19	Sales & Use Tax 07/19	\$ 20.76
Heather Hubbard	002208	081319-Hubbard	Refund of Rental Deposit 08/19	\$ 250.00
Krista Bader	002205	062919-Bader	Refund of Rental Deposit 06/19	\$ 250.00
Lynn Eschbacher	002213	081719-Eschbacher	Refund of Deposit and Rental Fee 08/19	\$ 275.00
Melinda Stuebs	002203	080619-Stuebs	Refund of Rental Deposit 08/19	\$ 250.00

Asturia Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2019 Through August 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Nicole MacLellan	002199	072719-MacLellan	Refund of Rental Deposit 07/19	\$ 250.00
Partyflix	002214	3283	Big Movie Screen Rental for Movie Event 09/19	\$ 430.00
Pasco County	002200	Water Summary 06/19	Water Summary 06/19	\$ 841.75
Pasco County	002209	12268166	0956650 14575 Promenade Parkway 07/19	\$ 3,682.41
Pasco County	002209	12268167	0956655 14502 Promenade Parkway 07/19	\$ 60.95
RGA Design Forensics, LLC	002204	219-50	Retainer - ADA Inspection Services Project 08/19	\$ 1,500.00
Rizzetta & Company, Inc.	002192	INV0000042295	District Management Fees 08/19	\$ 4,391.67
Rizzetta Amenity Services, Inc.	002193	INV00000000006526	Amenity Management Services 07/19	\$ 3,215.83
Rizzetta Amenity Services, Inc.	002201	INV00000000006555	Out Of Pocket Expenses 07/19	\$ 122.89
Rizzetta Technology Services, LLC	002194	INV0000004610	Email Hosting & Website Services 08/19	\$ 190.00
Sean Walworth	002212	062819-Walworth	Refund of Rental Deposit 06/19	\$ 250.00

Asturia Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2019 Through August 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Shannon Russell	002202	080719-Russell	Refund of Rental Deposit 08/19	\$ 250.00
Shyam Sunder	002210	081319-Sunder	Refund of Rental Deposit 08/19	\$ 250.00
Spectrum	002187	065826701072319	14575 Promenade Parkway 07/19	\$ 229.98
Tampa Poop 911 LLC	002188	A072019	Weekly Clean Pet Waste Stations & Trash Cans 07/19	\$ 540.15
Times Publishing Company	002211	0000003693 08/03/19	Account #122995 Legal Advertising 08/19	\$ 1,083.67
Times Publishing Company	002215	0000003693 08/10/19	Account #122995 Legal Advertising 08/19	\$ 1,079.67
Report Total				<u>\$ 32,671.99</u>

Tab 3

ASTURIA COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

September 12, 2019

RIZZETTA & COMPANY, INC.
Asturia CDD, Custody Account
Attn: Leslie Spock
5844 Old Pasco Road, Suite 100
Wesley Chapel, FL 33544

RE: Custody Account, Series 2018
Requisitions for Payment

Dear Leslie:

Below please find a table detailing the enclosed requisition(s) ready for payment from the District's Construction Custody Account.

PLEASE EXPEDITE PAYMENT TO PAYEE(S) AS FOLLOWS:

A) SEND ALL VIA USPS

REQUISITION NO.	PAYEE	AMOUNT
CUS 61	Hopping Green & Sams	\$106.00
CUS 62	Southern Land Services	\$2,904.00
CUS 63	WRA	\$5,039.40

If you have any questions regarding this request, please do not hesitate to call me at (813) 994-1001. Thank you for your prompt attention to this matter.

Sincerely,
ASTURIA COMMUNITY DEVELOPMENT DISTRICT

Matt Huber
District Manager

ASTURIA COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

MEMORANDUM

TO: Al Belluccia, **Florida Design Consultants, Inc.**
Lane Gardner, **Chairman**

FROM: Daniel Metz/Leslie Spock
Asturia Community Development District

DATE: September 06, 2019

RE: **Series 2018A-2 - Construction Requisition Approval - # CUS 61-63**

Enclosed is (are) construction requisition(s) for the above referenced District. Please review the requisition(s) and upon your approval, sign the designated area(s) and forward the requisition(s) to Lane Gardner.

Lane, upon your review and approval, sign the designated area(s) and forward the requisition(s) back to the District Office at the following e-mail address for final processing:

Dmetz@rizzetta.com

If you have any questions, please do not hesitate to call me at (813) 933-5571. Thank you.

Hopping Green & Sam	\$106.00
Southern Land Services	\$2,904.00
WRA	\$5,039.40

ASTURIA CDD

FORM OF REQUISITION FOR SERIES 2018

The undersigned, a Responsible Officer of the Asturia Community Development District (the "Issuer") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the Issuer to Hancock Bank, a trade name of Whitney Bank, Orlando, Florida, as trustee (the "Trustee"), dated as of December 1, 2014, as supplemented by that certain Third Supplemental Trust Indenture dated as of May 1, 2018 (the "Indenture"), (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

September 06, 2019

- (A) Requisition Number: **CUS 61**
- (B) Name of Payee: **Hopping Green & Sams**
119 S. Monroe Street, Ste 300
P.O. Box 6526
Tallahassee, FL 32314
- (C) Amount Payable: **\$106.00**
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable): **Invoice #108981 for Professional Services**
- (E) Amount, if any, this is to be used for a Deferred Cost:
- (E) Fund or Account from which disbursement to be made: **SunTrust Custody Account**

The undersigned hereby certifies that:

1. obligations in the stated amount set forth above have been incurred by the Issuer, or this requisition is for Costs of Issuance payable from the Acquisition and Construction Fund that have not previously been paid;
2. each disbursement set forth above is a proper charge against the 2018 Acquisition and Construction Fund;
3. each disbursement set forth above was incurred in connection with the acquisition and/or construction of the Project;
4. each disbursement represents a Cost of the Project which has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the Issuer notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the Issuer is at the date of such certificate entitled to retain.


Attached hereto are originals of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested.

**ASTURIA COMMUNITY
DEVELOPMENT DISTRICT**

By: 
Responsible Officer

CONSULTING ENGINEER'S APPROVAL FOR NON-COST OF ISSUANCE REQUESTS ONLY

If this requisition is for a disbursement for other than Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Series 2018 Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer, as such report shall have been amended or modified on the date hereof.

By: 
Consulting Engineer

ASTURIA CDD

FORM OF REQUISITION FOR SERIES 2018

The undersigned, a Responsible Officer of the Asturia Community Development District (the "Issuer") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the Issuer to Hancock Bank, a trade name of Whitney Bank, Orlando, Florida, as trustee (the "Trustee"), dated as of December 1, 2014, as supplemented by that certain Third Supplemental Trust Indenture dated as of May 1, 2018 (the "Indenture"), (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

September 06, 2019

- (A) Requisition Number: CUS 62
- (B) Name of Payee: **Southern Land Services and Southwest Florida, Inc.**
119 Whitaker Road
Lutz, FL 33549
- (C) Amount Payable: **\$2,904.00**
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable): **Invoice #'s 072619-138, 072619-139, & 080219-16 for Professional Services**
- (E) Amount, if any, this is to be used for a Deferred Cost:
- (E) Fund or Account from which disbursement to be made: **SunTrust Custody Account**

The undersigned hereby certifies that:

- 1. obligations in the stated amount set forth above have been incurred by the Issuer, or this requisition is for Costs of Issuance payable from the Acquisition and Construction Fund that have not previously been paid;
- 2. each disbursement set forth above is a proper charge against the 2018 Acquisition and Construction Fund;
- 3. each disbursement set forth above was incurred in connection with the acquisition and/or construction of the Project;
- 4. each disbursement represents a Cost of the Project which has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the Issuer notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the Issuer is at the date of such certificate entitled to retain.

Attached hereto are originals of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested.

ASTURIA COMMUNITY
DEVELOPMENT DISTRICT

By: 
Responsible Officer

CONSULTING ENGINEER'S APPROVAL FOR NON-COST OF ISSUANCE REQUESTS ONLY

If this requisition is for a disbursement for other than Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Series 2018 Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer, as such report shall have been amended or modified on the date hereof.

By: 
Consulting Engineer

ASTURIA CDD

FORM OF REQUISITION FOR SERIES 2018

The undersigned, a Responsible Officer of the Asturia Community Development District (the "Issuer") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the Issuer to Hancock Bank, a trade name of Whitney Bank, Orlando, Florida, as trustee (the "Trustee"), dated as of December 1, 2014, as supplemented by that certain Third Supplemental Trust Indenture dated as of May 1, 2018 (the "Indenture"), (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

September 6, 2019

- (A) Requisition Number: **CUS 63**
- (B) Name of Payee: **WRA**
4260 West Linebaugh Avenue
Tampa, FL 33624
- (C) Amount Payable: **\$5,039.40**
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable): **Invoice #19-1077.3 for professional services for Surface Water Quality Monitoring Project.**
- (E) Amount, if any, this is to be used for a Deferred Cost:
- (E) Fund or Account from which disbursement to be made: **SunTrust Custody Account**

The undersigned hereby certifies that:

1. obligations in the stated amount set forth above have been incurred by the Issuer, or this requisition is for Costs of Issuance payable from the Acquisition and Construction Fund that have not previously been paid;
2. each disbursement set forth above is a proper charge against the 2018 Acquisition and Construction Fund;
3. each disbursement set forth above was incurred in connection with the acquisition and/or construction of the Project;
4. each disbursement represents a Cost of the Project which has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the Issuer notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the Issuer is at the date of such certificate entitled to retain.


Attached hereto are originals of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested.

**ASTURIA COMMUNITY
DEVELOPMENT DISTRICT**

By: 
Responsible Officer

CONSULTING ENGINEER'S APPROVAL FOR NON-COST OF ISSUANCE REQUESTS ONLY

If this requisition is for a disbursement for other than Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Series 2018 Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer, as such report shall have been amended or modified on the date hereof.

By: 
Consulting Engineer

Tab 4

**FIRST ADDENDUM TO THE CONTRACT FOR
PROFESSIONAL DISTRICT SERVICES**

This First Addendum to the Contract for Professional District Services (this “**Addendum**”), is made and entered into as of the 1st day of October, 2019 (the “**Effective Date**”), by and between **Asturia Community Development District**, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, located in the Pasco County, Florida (the “**District**”), and **Rizzetta & Company, Inc.**, a Florida corporation (the “**Consultant**”).

RECITALS

WHEREAS, the District and the Consultant entered into the Contract for Professional District Services dated October 1, 2018 (the “**Contract**”), incorporated by reference herein; and

WHEREAS, the District and the Consultant desire to amend **Exhibit B** - Schedule of Fees of the Fees and Expenses, section of the Contract as further described in this Addendum; and

WHEREAS, the District and the Consultant each has the authority to execute this Addendum and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Addendum so that this Addendum constitutes a legal and binding obligation of each party hereto.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and the Consultant agree to the changes to amend **Exhibit B** - Schedule of Fees attached.

The amended **Exhibit B** - Schedule of Fees are hereby ratified and confirmed. All other terms and conditions of the Contract remain in full force and effect.

IN WITNESS WHEREOF the undersigned have executed this Addendum as of the Effective Date.

(Remainder of this page is left blank intentionally)

Therefore, the Consultant and the District each intend to enter this Addendum, understand the terms set forth herein, and hereby agree to those terms.

ACCEPTED BY:

RIZZETTA & COMPANY, INC.

BY: _____

PRINTED NAME: William J. Rizzetta

TITLE: President

DATE: _____

WITNESS: _____
Signature

Print Name

ASTURIA COMMUNITY DEVELOPMENT DISTRICT

BY: _____

PRINTED NAME: _____

TITLE: Chairman/Vice Chairman

DATE: _____

ATTEST: _____
Vice Chairman/Assistant Secretary
Board of Supervisors

Print Name

Exhibit B – Schedule of Fees

EXHIBIT B
Schedule of Fees

STANDARD ON-GOING SERVICES:

Standard On-Going Services will be billed in advance monthly pursuant to the following schedule:

	MONTHLY	ANNUALLY
Management:	\$ 1,659.50	\$19,914.00
Administrative:	\$ 450.00	\$ 5,400.00
Accounting:	\$ 1,500.00	\$18,000.00
Financial & Revenue Collections:	\$ 300.00	\$ 3,600.00
Assessment Roll (1):		\$ 5,000.00
Total Standard On-Going Services:	\$ 3,909.50	\$51,914.00

(1) Assessment Roll is paid in one lump-sum payment at the time the roll is completed.

ADDITIONAL SERVICES:

Extended and Continued Meetings	Hourly	\$ 175
Special/Additional Meetings	Per Occurrence	Upon Request
Modifications and Certifications to Special Assessment Allocation Report	Per Occurrence	Upon Request
True-Up Analysis/Report	Per Occurrence	Upon Request
Re-Financing Analysis	Per Occurrence	Upon Request
Bond Validation Testimony	Per Occurrence	Upon Request
Special Assessment Allocation Report	Per Occurrence	Upon Request
Bond Issue Certifications/Closing Documents	Per Occurrence	Upon Request
Electronic communications/E-blasts	Per Occurrence	Upon Request
Special Information Requests	Hourly	Upon Request
Amendment to District Boundary	Hourly	Upon Request
Grant Applications	Hourly	Upon Request
Escrow Agent	Hourly	Upon Request
Continuing Disclosure/Representative/Agent	Annually	Upon Request
Community Mailings	Per Occurrence	Upon Request
Response to Extensive Public Records Requests	Hourly	Upon Request

PUBLIC RECORDS REQUESTS FEES:

Public Records Requests will be billed hourly to the District pursuant to the current hourly rates shown below:

JOB TITLE:	HOURLY RATE:
Senior Manager	\$ 52.00
District Manager	\$ 40.00
Accounting & Finance Staff	\$ 28.00
Administrative Support Staff	\$ 21.00

LITIGATION SUPPORT SERVICES: Hourly Upon Request

ADDITIONAL THIRD-PARTY SERVICES:

Pre-Payment Collections/Estoppel/Lien Releases:

Lot/ Homeowner	Per Occurrence	Upon Request
Bulk Parcel(s)	Per Occurrence	Upon Request

Tab 5

CLUBHOUSE STANDARD ACTIVITY SCHEDULE

- Pool furniture neatened daily
- Cob webs cleaned off as needed
- Windows cleaned weekly
- Pool and patio furniture cleaned quarterly
- Cleaning Company every Monday & Thursday Evening-Same company new cleaners.

CLUBHOUSE MAINTENANCE AND IMPROVEMENTS

- Pool entrance access gates delayed from 4 seconds to 8 second
- Meeting Room Chandeliers repaired
- Asturia Entrance sign repaired with waterproof LED lighting
- Gym Maintenance visit completed and cables replaced
- ADA consultant visit completed
- Clubhouse & Gym floors, including carpeted areas steam cleaned, clubhouse and porch furniture cleaned, windows cleaned
- New Vendor for Zumba classes approved, contract provided to vendor, pending signature
- New speeding/no parking signs installed
- Quotes submitted for new vendor for Holiday Lights, decision pending
- Addressed all resident email, call, and face to face concerns
- Women's pool bathroom roof damaged being assessed by architect, repairs pending
- Quotes requested for pressure washing of community areas
- Quote requested for repairs of outdoor wall tiles, gym wall damage, men's room stall door and pool bath doors

FIELD MAINTENANCE

- Annuals removed and due to be replaced October 1st.
- Amenity area lawn treated

PRIVATE EVENT RENTALS

- 7 Facility rentals in the month of August

COMMUNITY EVENTS

- 09/07/19 Movie Night
- 09/20/19 Bingo Night
- Yoga and Bible Study every Thursday
- Food Truck Friday every Friday 5-8pm
- Personal Training Sessions now available and weekly boot camp every Tuesday
- Swim Lessons Every Monday & Wednesday 10-1pm (last session of the season Sept. 2019)

ACCESS CARDS

- 382 Homes have access cards as of 09/18/19