

1 **MINUTES OF MEETING**

2 **ASTURIA**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting of the Board of Supervisors of the Asturia Community Development District
5 was held on Tuesday, February 28, 2023 at 6:00 p.m., at the Asturia Clubhouse, 14575 Promenade Pkwy.,
6 Odessa, Florida 33556, with Zoom Conference Call available.

7 **FIRST ORDER OF BUSINESS – Call To Order**

8 Ms. Dobson called the meeting to order and conducted roll call.

9 Present and constituting a quorum were:

10	Glenn Penning	Board Supervisor, Chairman
11	Jacques Darius	Board Supervisor, Vice Chairman
12	Susan Coppa	Board Supervisor, Assistant Secretary
13	Marie Pearson	Board Supervisor, Assistant Secretary

14 Also present were:

15	Tish Dobson	District Manager, DPFM Management and Consulting
16	Jennifer Kilinski <i>(via phone)</i>	KE Law Group
17	Grace Kobitter	KE Law Group
18	Pete Lucadano	RedTree
19	John Burkett	RedTree
20	Virgil Stoltz	Blue Water Aquatics
21	Paula Baldwin	Resident
22	Judy Carland	Resident
23	John Wolff	Resident
24	Shelley Penning	Resident
25	Pauline Smith	Resident
26	Chintan Shah	Resident
27	Denise Greco	Resident

28 *The following is a summary of the discussions and actions taken at the February 28, 2023 Asturia CDD*
29 *Board of Supervisors Regular Meeting. Audio for this meeting is available upon public records request.*

30 **SECOND ORDER OF BUSINESS – Audience Comments – (limited to 3 minutes per individual for**
31 **agenda items)**

32 Ms. Baldwin commented that the turf at the dog park needed to be addressed.

33 Ms. Carland commented on the landscaping and budgeting for that, and asked for clarification on
34 the reserve study.

35 Ms. Smith commented on the dog park and the landscaping.

36 **THIRD ORDER OF BUSINESS – Staff Reports**

37 A. Landscape & Irrigation

38 Mr. Lucadano introduced John Burkett to the Board as their landscape manager.

39 Mr. Lucadano gave a brief report of the landscaping that had occurred in the month of February.
40 In his report he noted that there had been a weed control application, that the turf was hit hard by
41 the frost, and that there had been irrigation repairs made to valve boxes and controllers.

42 **This item, originally item A.1.f under the Third Order of Business, Staff Reports, was**
43 **presented out of order.**

44 1. Sod Replacement – Dog Park

45 Discussion ensued regarding the turf at the dog park. Zosia sod was not recommended for this
46 project. It was noted that Astro Turf costs \$43,750.00 versus ADA mulch at \$85.00 a yard with a
47 need for thirty yards.

48 On a MOTION by Ms. Coppa, SECONDED by Mr. Darius, WITH ALL IN FAVOR, the Board approved
49 the replacement of the sod in the dog park with 30 yards of ADA mulch, at a not-to-exceed of \$2,700.00,
50 for the Astoria Community Development District.

51 1. Exhibit 1: Consideration of Red Tree Proposals

52 a. Flower Bed Enhancement

53 Discussion ensued regarding the rejuvenation of the front entrance Jasmine beds, weed
54 control, 0% financing, and caravan and Delancey bed.

55 On a MOTION by Mr. Penning, SECONDED by Ms. Pearson, WITH ALL IN FAVOR, the Board
56 approved the repair of the Jasmine in the Asturian and Promenade Parkway beds, at a not-to-exceed of
57 \$2,000.00, for the Astoria Community Development District.

58 b. Ornamental Grasses Removal

59 Discussion ensued regarding the removal of the ornamental grasses by the playground
60 and the east entrance.

61 On a MOTION by Mr. Darius, SECONDED by Mr. Penning, WITH ALL IN FAVOR, the Board approved
62 the removal of the ornamental grasses by the playground and the east entrance, in the amount of \$500.00,
63 for the Astoria Community Development District.

64 c. Annuals Installation

65 **This item was approved out of order.**

66 On a MOTION by Mr. Penning, SECONDED by Ms. Pearson, WITH ALL IN FAVOR, the Board
67 approved the annuals installation in the Asturian Parkway area, in the amount of \$2.25 per annual, for the
68 Astoria Community Development District.

69 d. Drake Elm Removal & Replacement – 14460 in ROW

70 On a MOTION by Ms. Pearson, SECONDED by Ms. Coppa, WITH ALL IN FAVOR, the Board approved
71 the removal and replacement of the Drake Elm in the ROW at 14460 Promenade Parkway in the amount of
72 \$1,040.00, for the Astoria Community Development District.

73 e. Drake Elm Removal & Replacement – Damaged by Vehicle Accident

74 Discussion ensued.

75 On a MOTION by Ms. Pearson, SECONDED by Mr. Darius, WITH ALL IN FAVOR, the Board ratified
76 the removal and replacement of the Drake Elm damaged in a vehicle accident, for the Astoria Community
77 Development District.

- 78 f. Irrigation
- 79 This item was tabled with the intent to have Red Tree submit a revised proposal.
- 80 Discussion ensued.
- 81 **These items, originally Items C, C.1, and C.2 under the Third Order of Business, Staff**
- 82 **Reports, was presented out of order.**
- 83 B. Aquatic Services Report
- 84 Discussion ensued regarding agreement costs with Blue Water Aquatics. It was noted that 99% of
- 85 the cost went to labor.
- 86 Mr. Stoltz stated that Blue Water Aquatics can extend the current agreement with the CDD and
- 87 that he will attend the budget workshop in March.
- 88 Discussion ensued regarding invoices from Blue Water Aquatics.
- 89 1. Exhibit 5: Consideration of Blue Water Aquatics Aeration System Installation Proposals
- 90 a. Pond 1 – Aeration
- 91 b. Pond 5 – Aeration
- 92 Discussion ensued regarding skimmer repair at pond 5.
- 93 2. Exhibit 6: Consideration of Blue Water Aquatics EutroSORB Treatment Proposal –
- 94 *previously presented*
- 95 Discussion ensued regarding the EutroSORB treatment proposal.
- 96 **This item, originally Item E under the Third Order of Business, Staff Reports, was**
- 97 **presented out of order.**
- 98 C. District Counsel
- 99 Ms. Kobitter informed the board that the KE Law Group was rebranding to Kilinski/Van Wyk.
- 100 **This item, originally Item F under the Third Order of Business, Staff Reports, was**
- 101 **presented out of order.**
- 102 D. Land Use Counsel
- 103
- 104 1. Consideration of Payment for Additional 2.2 hrs. to Jimerson Birr
- 105 Discussion ensued regarding the payment of an additional 2.2 hours of work from
- 106 Jimerson Birr.
- 107 Discussion ensued regarding the scope for the Land Use Counsel to be separate from the
- 108 Construction Defect.
- 109 Discussion ensued regarding General Counsel stepping in to take over for Jimerson Birr.
- 110 On a MOTION by Mr. Penning, SECONDED by Mr. Darius, WITH ALL IN FAVOR, the Board approved
- 111 paying the additional 2.2 hours to Jimerson Birr as the final settlement for Construction Defect invoices
- 112 contingent upon receiving the statute of limitations answer, for the Asturia Community Development
- 113 District.
- 114 Discussion ensued regarding the Halff Associates invoices and work authorizations.
- 115 E. District Engineer
- 116 The District Engineer was not present.

117 **FOURTH ORDER OF BUSINESS – Consent Agenda**

- 118 A. Exhibit 7: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting
119 Held January 24, 2023
- 120 B. Exhibit 8: Consideration for Approval – The January 2023 Unaudited Financial Statements
- 121 C. Exhibit 9: Consideration of Operation and Maintenance Expenditures for January 2023

122 On a MOTION by Mr. Penning, SECONDED by Mr. Darius, WITH ALL IN FAVOR, the Board approved
123 the consent agenda with review of the audio for the minutes, for the Astoria Community Development
124 District.

125 **FIFTH ORDER OF BUSINESS – Business Items**

- 126 A. Exhibit 10: Consideration of Fitness Center Flooring Proposal Options
- 127 Discussion ensued regarding the use of vinyl flooring in the clubhouse by Shaw in the fitness center
128 and in the conference room.
- 129 1. Bob’s Carpet Mart
130 2. FitRev
131 3. Great Britain Tile
- 132 B. Exhibit 11: Consideration of Clubhouse Conference Room Flooring Proposal Options
- 133 1. Bob’s Carpet Mart
134 2. Great Britain Tile
- 135 C. Exhibit 12: Consideration & Adoption of **Resolution 2023-08**, Setting Hearing on Proposed Fee
136 for Use of District Property
- 137 Discussion ensued regarding the Clubhouse rental fee and deposit. The public hearing on the
138 proposed fee for use of district property was set for Tuesday, April 25, 2023.

139 On a MOTION by Mr. Penning, SECONDED by Ms. Pearson, WITH ALL IN FAVOR, the Board adopted
140 **Resolution 2023-08**, Setting Hearing on Proposed Fee for Use of District Property, for the Astoria
141 Community Development District.

- 142 D. Exhibit 13: Consideration of Romaner Graphics Monument Repair Proposal
- 143 Discussion ensued regarding the construction of the east side monument.
- 144 E. Exhibit 14: Consideration of Trinity Air Quality A/C Maintenance Proposal
- 145 Discussion ensued regarding the bi-annual A/C cleaning/maintenance by Trinity Air Quality for
146 \$740.00/year.

147 On a MOTION by Ms. Pearson, SECONDED by Mr. Darius, WITH ALL IN FAVOR, the Board approved
148 the bi-annual A/C cleaning/maintenance by Trinity Air Quality, in the amount of \$740.00 a year, for the
149 Astoria Community Development District.

- 150 F. Exhibit 15: Consideration of District Engineering Services (Lighthouse)
- 151 Discussion ensued regarding the district engineering services agreement with Halff Associates.

152 On a MOTION by Ms. Pearson, SECONDED by Mr. Darius, WITH ALL IN FAVOR, the Board approved
153 to review and dissolve the District Engineering Services agreement with Halff Associates, for the Asturia
154 Community Development District.

155 Discussion ensued regarding beginning district engineering services with Lighthouse Engineering
156 once the Half Associates district engineering services agreement is fully dissolved.

157 On a MOTION by Mr. Penning, SECONDED by Ms. Pearson, WITH ALL IN FAVOR, the Board
158 approved the district engineering services proposal with Lighthouse Engineering to begin at the conclusion
159 of the agreement with Halff Associates, for the Asturia Community Development District.

160 G. Exhibit 16: Presentation of LLS Tax Solutions Arbitrage Rebate Report 2014A-1, 2014A-2

161 On a MOTION by Mr. Penning, SECONDED by Mr. Darius, WITH ALL IN FAVOR, the Board approved
162 the LLS Tax Solutions Arbitrage Rebate Report 2014A-1 and 2014A-2, for the Asturia Community
163 Development District.

164 H. Exhibit 17: Presentation of Reserve Study Report

165 I. Exhibit 2: Field Inspections Report & District Manager Report

166 **This item, originally Item B under the Third Order of Business, Staff Reports, was**
167 **presented out of order.**

168 Discussion ensued regarding drafting employee policies through the ADP policy wizard.

169 Discussion ensued regarding the employee resumes received.

170 Discussion ensued regarding the Stormwater Needs Analysis report.

171 1. Exhibit 3: Review of Stormwater Needs Analysis Report

172 On a MOTION by Mr. Penning, SECONDED by Mr. Darius, WITH ALL IN FAVOR, the Board approved
173 the Stormwater Needs Analysis Report as presented by Cardno/Stantec/Greg Woodcock, for the Asturia
174 Community Development District.

175 **SIXTH ORDER OF BUSINESS – Audience Comments** *(limited to 3 minutes per individual for non-*
176 *agenda items)*

177 Ms. Baldwin gave the Board accolades regarding the dog park and commented on the irrigation
178 frequency within the community. She also gave the Board accolades for decreasing the number of
179 annuals throughout the community, but noted that the Board should educate the residents regarding
180 fertilizer going into the ponds and the plantings near the ponds.

181 Mr. Tan requested that oak tree leaves be removed from the turf and noted that the flowerbeds
182 were bare. He also noted that the front entrance of the clubhouse needed to be pressure washed,
183 that the turf at the east entrance was brown, and asked if the turf in phase 3 would be replaced.

184 Ms. Greco gave the Board accolades for the progress that has been made within the community.

185 **SEVENTH ORDER OF BUSINESS – Supervisors Requests**

186 Ms. Pearson made the following requests:

- 187 1. Bike racks and bike rack slabs.
- 188 2. Pressure wash the pavers under the lanai area.
- 189 3. Clean the chairs and replace the fabric slings.

- 190 4. Staff to be more proactive in the cleaning of the facilities.
- 191 5. Review the employee handbook process and find out the cost to have District Counsel review
- 192 it.

193 Mr. Penning made the following requests:

- 194 1. Order a flag for the pledge of allegiance at the meetings.
- 195 2. Invite the ROTC, veterans, and families of the community to lead the Board in the pledge at
- 196 each meeting.

197 **EIGHTH ORDER OF BUSINESS – Action Items Summary**

198 Ms. Dobson indicated that the Action Items Summary would be emailed.

199 **NINTH ORDER OF BUSINESS – Next Month’s Agenda Items**

200 Ms. Dobson indicated that the Action Items Summary would be emailed.

201 **TENTH ORDER OF BUSINESS – Next Meeting Quorum Check: March 28th, 6:00 PM**

202 Mr. Penning, Mr. Darius, Ms. Pearson, and Ms. Coppa indicated that they would be present for the
203 meeting in March, which would establish a quorum. Mr. Tietz indicated that he may not be in
204 attendance at the March meeting.

205 **ELEVENTH ORDER OF BUSINESS – Adjournment**

206 Ms. Dobson asked for final questions, comments, or corrections before requesting a motion to
207 adjourn the meeting. There being none, Ms. Pearson made a motion to adjourn the meeting.

208 On a MOTION by Ms. Pearson, SECONDED by Mr. Darius, WITH ALL IN FAVOR, the Board adjourned
209 the meeting at 9:30 p.m. for the Asturia Community Development District.

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

213 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
214 **meeting held on March 28, 2023.**

215 *Tish Dobson*
216 _____
Signature

Jean Jacques Darius

Signature

Tish Dobson

Printed Name

JeanJacques Darius

Printed Name

217 **Title:** Secretary Assistant Secretary

Title: Chairman Vice Chairman