

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, July 25, 2023 at 6:00 p.m., at the Asturia Clubhouse, 14575 Promenade
6 Parkway, Odessa, Florida 33556.

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 | Jonathan Tietz (<i>via phone</i>) | Board Supervisor, Assistant Secretary |
| 13 | Marie Pearson | Board Supervisor, Assistant Secretary |
| 14 | Susan Coppa | Board Supervisor, Assistant Secretary |

15 Also present were:

- | | | |
|----|-----------------------------------|---|
| 16 | Tish Dobson | District Manager, Vesta District Services |
| 17 | Grace Kobitter | District Counsel, Kilinski Van Wyk |
| 18 | Lauren Gentry | District Counsel, Kilinski Van Wyk |
| 19 | Denise Greco (<i>via phone</i>) | Resident |
| 20 | Ryan Grillo | Resident |
| 21 | Shelley Penning | Resident |
| 22 | Heather Sylvia | Resident |
| 23 | Sydney ___ | Resident |
| 24 | John Wolf | Resident |
| 25 | Joseph Grillo | Resident |
| 26 | Joseph Lopez | Resident |
| 27 | Frances Vittolo | Resident |
| 28 | Drew Valley | Resident |
| 29 | Rick Davols | Resident |

30 *The following is a summary of the actions taken at the July 25, 2023 Asturia CDD Board of*
31 *Supervisors Regular Meeting.*

32 **SECOND ORDER OF BUSINESS – Pledge of Allegiance**

33 Mr. Darius led the Pledge of Allegiance.

34 **THIRD ORDER OF BUSINESS – Audience Comments**

35 (*limited to 3 minutes per individual for agenda items*)

36 There being none, the next item followed.

37 **FOURTH ORDER OF BUSINESS – Public Hearings**

38 **A. FY 2024 Budget Public Hearing**

- 39 1. Open Public Hearing

40 On a MOTION by Ms. Pearson, SECONDED by Ms. Coppa, WITH ALL IN FAVOR, the Board
41 approved opening the Budget Public Hearing, for the Asturia Community Development District.

- 42 2. Exhibit 1: Presentation of Public Notices
- 43 3. Exhibit 2: Presentation of FY 2023-2024 Budget
- 44 4. Public Comments

45 Comments were heard on reclaimed water, CDD fees in comparison to
46 other communities, funding of the Reserves and an increase of only
47 \$7,000 for O&M.

- 48 5. Close Public Hearing

49 On a MOTION by Mr. Darius, SECONDED by Ms. Pearson, WITH ALL IN FAVOR, the Board
50 approved closing the Budget Public Hearing, for the Asturia Community Development District.

- 51 6. Exhibit 3: Consideration and Adoption of **Resolution 2023-11, Adopting**
52 **Fiscal Year 2023-2024 Budget**

53 On a MOTION by Mr. Darius, SECONDED by Ms. Pearson, WITH ALL IN FAVOR, the Board
54 adopted Resolution 2023-11, Adopting Fiscal Year 2023-2024 Budget, for the Asturia
55 Community Development District.

56 **B. FY 2024 O&M Assessments Public Hearing**

- 57 1. Open Public Hearing

58 On a MOTION by Mr. Penning, SECONDED by Mr. Darius, WITH ALL IN FAVOR, the
59 Board approved opening the Assessment Public Hearing, for the Asturia Community
60 Development District

- 61 2. Public Comments
62 Comments were heard on ERUs, O&Ms, Assessments, and Reserves.
- 63 3. Close Public Hearing

64 On a MOTION by Ms. Pearson, SECONDED by Ms. Coppa, WITH ALL IN FAVOR, the Board
65 approved closing the Assessment Public Hearing, for the Asturia Community Development
66 District.

- 67 4. Exhibit 4: Consideration and Adoption of **Resolution 2023-12, Annual**
68 **Assessments**

69 On a MOTION by Mr. Darius, SECONDED by Ms. Pearson, WITH ALL IN FAVOR, the Board
70 adopted Resolution 2023-12, Annual Assessments, for the Asturia Community Development
71 District.

72 **FIFTH ORDER OF BUSINESS – Staff Reports**

- 73 A. Landscape and Irrigation
74 1. Exhibit 5: Landscape Proposal Tracker and Proposals

75 The current state of the District's landscape and the presented proposals
76 the need for turf replacement were discussed. The Board directed Mr.
77 Penning to work with RedTree on identifying areas of turf for
78 replacement.

79 On a MOTION by Ms. Coppa, SECONDED by Ms. Pearson, WITH ALL IN FAVOR, the Board
80 approved RedTree's proposal for landscape installation in the traffic island located at the West
81 Entrance & SR 54 in the amount of \$1,260.00, for the Asturia Community Development District.

82 On a MOTION by Ms. Pearson, SECONDED by Mr. Penning, WITH ALL IN FAVOR, the
83 Board approved RedTree's proposal for landscape installation at the monument located at the
84 East Entrance & SR 54 in the amount of \$1,620.00, for the Asturia Community Development
85 District.

86 The Board discussed the budget and contingency funds, and the master
87 controller for irrigation which will be presented once staffing is finalized.

88 On a MOTION by Mr. Darius, SECONDED by Ms. Pearson, WITH ALL IN FAVOR, the Board
89 authorized Mr. Penning to negotiate with RedTree for the replacement of 6,000 sq.ft. of turf in an
90 amount not-to-exceed \$10,000.00, for the Asturia Community Development District.

91 B. Exhibit 6: Aquatic Services Report

92 There being no questions or required action, the next item followed.

93 C. District Engineer

94 Ms. Palmer discussed the facilities report, the letter to Florida Design Consultants,
95 the sewer structure, Long Bow Way drainage and Fenland Way erosion.

96 There has been no response to the letter to Florida Design Consultants requesting
97 records. Baseline measurements of the sewer structure were forwarded to Mr.
98 Foran. Site Masters will submit a cost estimate to roll concrete to smooth out the
99 side. Water is flowing down the curb gutter as designed at Long Bow Way. The
100 sidewalk is draining with the installation of a new French drain. Site Masters is
101 scheduled to repair the erosion on the pond at the end of Trails Edge. Ms. Dobson
102 will contact the residents at 15383 Fenland Way.

103 D. District Counsel

104 Ms. Dobson will contact Pasco County regarding "No-Thru Trucks" signage. An
105 update was provided on the legislative session. Supervisors will be required to
106 have four hours of ethics training per calendar year beginning January 2024. A
107 letter was sent to Pasco County regarding the Board's intentions regarding Portico
108 Street. To date, no response has been received. The Board was notified that
109 Ford's Garage does not include Portico Street on their plans.

110 E. Land Use Counsel

111 No response has been received to date from Lantower regarding the possibility of
112 a Cost Share Agreement. Pasco County was notified of the Board's position. Ms.
113 Dobson will request the Chair of the County Board get involved with a resolution

114 or the District will need to open the Dispute Resolution process again.

115 F. Exhibit 7: District Manager Report and Field Operations Report

116 Ms. Dobson noted the push button on the west side of the pool deck needs to be
117 repaired and algae blooms are more prolific due to the heat. Ms. Dobson will
118 create a historical file of landscape deficiencies for warranty work. The Board
119 discussed staffing and the condition of the pool and deck.

120 **SIXTH ORDER OF BUSINESS – Consent Agenda**

121 A. Exhibit 8: Consideration for Approval – The Minutes of the Board of Supervisors
122 Regular Meeting Held June 27, 2023

123 B. Exhibit 9: Consideration for Acceptance – The June 2023 Unaudited Financial
124 Statements

125 C. Exhibit 10: Consideration for Acceptance – The Operation and Maintenance
126 Expenditures for June 2023

127 On a MOTION by Mr. Darius, SECONDED by Ms. Coppa, WITH ALL IN FAVOR, the Board
128 approved the Consent Agenda – Items A-C – as presented, for the Asturia Community
129 Development District.

130 **SEVENTH ORDER OF BUSINESS – Business Items**

131 A. Exhibit 11: Consideration and Adoption of **Resolution 2023-13, Designating**
132 **Dates, Times, and Location for FY 24 Meetings**

133 Proposed meeting dates were amended as follows:

134 October 31 to October 24,

135 December 26 to December 19,

136 May 28 to May 21

137 On a MOTION by Mr. Darius, SECONDED by Mr. Penning, WITH ALL IN FAVOR, the
138 Board adopted Resolution 2023-13, Designating Dates, Times, and Location for FY 24 Meetings
139 as amended, for the Asturia Community Development District.

140 Staff will post 2-week interval Workshops on the CDD website and cancel as
141 needed.

142 B. Exhibit 12: Discussion of Site Masters Fenland Way Erosion and Repair Proposal

143 The Board discussed the cost and responsibility. Ms. Dobson will contact the
144 homeowner at 15383 Fenland Way regarding the downspouts and cost involved for
145 remediation: Homeowner 10% (\$720.00), District 90% (\$6,480.00).

146 On a MOTION by Mr. Darius, SECONDED by Mr. Penning, WITH ALL IN FAVOR, the
147 Board approved the Site Masters proposal to remediate erosion on the pond bank located north of
148 15383 Fenland Way and 2106 Alimara Court, in the amount of \$7,200.00, for the Asturia
149 Community Development District.

150 C. Exhibit 13: Discussion of Long Bow Way Drainage

151 This item was tabled.

152 D. Exhibit 14: Consideration of FitRev Recumbent Cycle Proposal

153 The value of the existing recumbent cycle is less than \$5,000 it can therefore be
154 sold, donated, or disposed of. The Board directed staff to discard the existing
155 recumbent cycle. The resolution to discard this equipment will be presented at the
156 August meeting for ratification.

157 On a MOTION by Mr. Penning, SECONDED by Ms. Pearson, WITH ALL IN FAVOR, the
158 Board approved a Surplus Property Resolution for the disposal of a recumbent cycle, for the
159 Asturia Community Development District.

160 **EIGHTH ORDER OF BUSINESS – Audience Comments**

161 *(limited to 3 minutes per individual for agenda items)*

162 Comments were heard on the Board’s approval of the landscape proposals and quality
163 control of the landscape services. Ms. Dobson and RedTree will draft a mapping system
164 that depicts the services completed each week.

165 **NINTH ORDER OF BUSINESS – Supervisors’ Requests**

166 It was noted that the bike racks were received and Site Masters will install them.

167 **TENTH ORDER OF BUSINESS – Action Items Summary**

168 **District Manager:**

- 169 • Contact the residents at 15383 Fenland Way regarding the erosion, cost,
170 remediation: *In progress.*
- 171 • Call Pasco County on “No-Thru Trucks” signage: *Requested. Work Order*
172 *Request: 404472-072723*
- 173 • Request the Chair of the County Board to get involved with a resolution or the
174 District will need to open the Dispute Resolution process again: *In progress.*
- 175 • Create a historical file of landscape deficiencies for warranty work.
- 176 • Post 2-week interval Workshops and cancel as needed. *Jackie*
- 177 • Tish & RedTree to draft a mapping system that depicts the services completed
178 each week: *In progress.*
- 179 • Send Board a sample map.

180 **RedTree:**

- 181 • Tish & RedTree to draft a mapping system that depicts the services completed
182 each week.

183 **ELEVENTH ORDER OF BUSINESS – Next Month’s Agenda Items**

- 184 • Surplus Property Resolution

185 **TWELFTH ORDER OF BUSINESS – Next Meeting Quorum Check: August 29, 6:00 PM**

186 The following Supervisors confirmed their intent to attend the meeting in person:

- 187 Jon Tietz
- 188 Glen Penning
- 189 Jacques Darius
- 190 Marie Pearson
- 191 Susan Coppa

192 **THIRTEENTH ORDER OF BUSINESS – Adjournment**

193 On a MOTION by Mr. Penning, SECONDED by Mr. Darius, WITH ALL IN FAVOR, the
194 Board adjourned the meeting at 8:02 p.m., for the Asturia Community Development District.

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

199 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a
200 publicly noticed meeting held on 9/26/2023

201 *Tish Dobson*

202 Signature

203 Tish Dobson

204 Printed Name

205 Title: Secretary Assistant Secretary

Glen Penning

Signature

Glen Penning

Printed Name

Title: Chair Vice Chair