

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, September 26, 2023 at 6:01 p.m., at the Asturia Clubhouse, 14575
6 Promenade Pkwy., 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	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 (<i>via phone</i>)	Kilinski Van Wyk
19	John Burkett	RedTree Landscape
20	Pete Lucadano	RedTree Landscape
21	Chris Thompson	Blue Water Aquatics
22	Hunter Faulkner (<i>via phone</i>)	Land Use Counsel, Jimerson Birr
23	Will Butler	American Illuminations & Decor
24	Denise Greco	
25	Sydney Oyster	
26	Rob Wolf	
27	John Wolf	
28	Drew Valley	
29	Shelly Penning	

30 *The following is a summary of the actions taken at the September 26, 2023 Asturia CDD Board of*
31 *Supervisors Regular Meeting.*

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

33 Mr. Penning led the Pledge of Allegiance.

34 *Staff Reports – Item E. Land Use Counsel was heard out of order, following the Pledge of*
35 *Allegiance*

36 Ms. Dobson introduced Cory Elliott as a candidate for the full-time maintenance
37 technician position. Mr. Elliott's resume was distributed. He discussed his experience
38 and answered Supervisors' questions. The Board discussed with Mr. Elliott with their
39 expectations for this position. Audience comments were requested and heard on the
40 hiring of the maintenance technician position.

41 On a MOTION by Mr. Penning, SECONDED by Mr. Darius, WITH ALL IN FAVOR, the
42 Board approved the hiring of Cory Elliott to fill the full-time maintenance technician position,
43 within budget parameters, for the Astoria Community Development District.

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

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

46 There being none, the next item followed.

47 **FOURTH ORDER OF BUSINESS – Staff Reports**

48 A. Exhibit 1: Landscape and Irrigation

49 Mr. Burkett discussed proposed measures to maintain the Zoysia turf subject to
50 Pasco County’s restrictions on reclaimed water, the entrance landscaping and
51 introduced RedTree’s new Irrigation Manager, Matt Olson. Mr. Olson is working
52 on the District’s irrigation system and making improvements. Xeriscaping was
53 discussed but Mr. Burkett anticipated applications of morganite and potash would
54 strengthen the Zoysia roots to present less problems next year. Supervisors
55 expressed appreciation for the improvements noticed throughout the community.
56 and requested a pest resistant, drought tolerant sod be considered if it becomes
57 available.

58 The Board requested RedTree work with Ms. Dobson on a rotation map.

59 *Business Items – Item B. Exhibit 12: Consideration of Holiday Lighting Proposals was heard out*
60 *of order, following the Landscape and Irrigation report.*

61 B. Exhibit 2: Aquatic Services

62 Mr. Thompson discussed the treatment of the blue-green algae and Pasco
63 County’s reclaimed water reservoirs which are projected to be under capacity for
64 the next ten years. Lack of rainfall this year has greatly affected water
65 availability.

66 Mr. Thompson agreed to work with Ms. Dobson to create an aquatics map with
67 directional water flow that includes phosphate levels. Quarterly phosphate testing
68 can be conducted.

69 C. District Engineer

70 There being nothing to report, the next item followed.

71 D. District Counsel

72 There being nothing to report, the next item followed.

73 E. Land Use Counsel

74 *This item was discussed out of order, following the Pledge of Allegiance*

75 Mr. Faulkner provided an update on the conference call between himself,
76 Lantower counsel, Mr. Penning, and Ms. Dobson. Lantower is still reviewing the
77 Cost Share Agreement request. In light of the Governmental Entity Dispute
78 Resolution process discussed at a previous meeting, Mr. Faulkner recommended

79 having a new resolution drafted and signed in order to re-start the process and to
80 bring the County back into the equation. Pasco County was noticed of the official
81 governmental entities dispute in September 2022 and that encompassed some
82 strict time limits. Mr. Faulkner had a brief conversation with Elizabeth Blair the
83 Pasco County contact in August regarding Lantower's non-compliance with the
84 Land Development Code. The new resolution will put the County on notice to
85 officially re-initiate the dispute resolution.

86 Audience comments were requested on the dispute resolution. There were none.

87 Direction was given for Mr. Faulkner to provide a new resolution for discussion at
88 the October meeting, outline the timeline for the process and ensure adherence to
89 it.

90 F. Exhibit 3: District Manager and Field Operations

91 1. August

92 2. September

93 RedTree will be asked about removing the dead oak tree by the
94 boardwalk.

95 **FIFTH ORDER OF BUSINESS – Consent Agenda**

96 A. Exhibit 4: Consideration and Approval of the Minutes of the Board of Supervisors
97 Regular Meeting Held July 25, 2023

98 B. Exhibit 5: Consideration and Acceptance of the July 2023 Unaudited Financial
99 Statements

100 The Board discussed the shortfall in on-roll assessments and being mindful of that
101 for future budgeting and requested Pasco County be contacted regarding the
102 outstanding assessments.

103 C. Exhibit 6: Consideration and Acceptance of the Operation and Maintenance
104 Expenditures for July 2023

105 D. Exhibit 7: Consideration and Acceptance of the August 2023 Unaudited
106 Financial Statements

107 No change was seen in the on-roll assessment income and the increase in
108 electricity charges was noted.

109 E. Exhibit 8: Consideration and Acceptance of the Operation and Maintenance
110 Expenditures for August 2023

111 Ms. Dobson is looking for the various pieces of Spectrum equipment still on-site.

112 F. Exhibit 9: Consideration and Acceptance of the June 2023 Public Facilities
113 Report

114 District Counsel discussed the clarifications they have requested of the District
115 Engineer for this report and requested the Board accept the report in substantial
116 form so the engineer can make those updates.

117 G. Exhibit 10: Consideration and Acceptance of the Annual Arbitrage Report for

118 Special Assessment Bond Series 2016A-1 and 2016A-2 as of August 16, 2023

119 On a MOTION by Mr. Penning, SECONDED by Mr. Tietz, WITH ALL IN FAVOR, the Board
120 approved the Consent Agenda – Items A-G – as presented, for the Astoria Community
121 Development District.

122 **SIXTH ORDER OF BUSINESS – Business Items**

123 A. Exhibit 11: Consideration and Adoption of **Resolution 2023-14, Ratifying**
124 **Classification of Surplus Tangible Personal Property and Authorizing its**
125 **Disposition** (Recumbent Cycle)

126 Approval of the resolution gives the Board the right to dispose of the equipment,
127 but it does not have to be disposed of, or disposed of immediately. Ms. Dobson
128 noted that FitRev is still looking for the part, even though it has been a number of
129 months and Supervisors were amenable to having a new part installed if the cost
130 was under a \$200. The recumbent cycle still works, the part is required for the
131 repair to the digital screen.

132 On a MOTION by Ms. Coppa, SECONDED by Ms. Pearson, WITH ALL IN FAVOR, the Board
133 adopted Resolution 2023-14, Ratifying the Classification of Surplus Tangible Personal Property
134 and Authorizing its Disposition, for the Astoria Community Development District.

135 B. Exhibit 12: Consideration of Holiday Lighting Proposals

136 *This item was discussed out of order, following the Staff Reports – Landscape and*
137 *Irrigation.*

138 1. American Illuminations & Décor

139 Mr. Butler discussed American Illuminations & Décor’s proposal. The
140 Board discussed the presented options, delivery schedules and potential
141 safety and storage concerns and lease/purchase cost benefits. He will
142 submit a proposal in January/February for the next holiday season taking
143 into account the Supervisor’s requests.

144 2. Tampa Holiday Lighting

145 Ms. Pearson has forwarded a request to the POA for the shared holiday
146 lighting expense of \$1,000 but a response has not yet been received. The
147 \$1,000.00 would be applied to the lighting of the east entrance.

148 On a MOTION by Mr. Tietz, SECONDED by Mr. Darius, WITH ALL IN FAVOR, the Board
149 approved the Tampa Holiday Lighting proposal for an amount not to exceed \$3,020 (\$1,410 plus
150 \$1,610 to wrap the trees), for the Astoria Community Development District.

151 B. Exhibit 3: Consideration of Astoria HOA Social & Events Committee Funding
152 Request

153 District Counsel advised that CDD cannot donate governmental funds to private
154 events. If the District wanted to host events, the HOA can contribute, with a cost
155 share agreement, or the CDD could hire a vendor as an amenity to its residents

156 during an event. Questions arose regarding receipts and budgets for the events,
157 further itemization could be requested. A decision was postponed until the October
158 meeting and request an itemized invoice in order to specify what the CDD can and
159 will fund.

160 C. Exhibit 14: Consideration of FY 2024 Workshop Schedule
161 Workshops will be cancelled as needed throughout the year.

162 On a MOTION by Mr. Tietz, SECONDED by Mr. Penning, WITH ALL IN FAVOR, the Board
163 approved the FY 2024 Workshop Schedule, for the Asturia Community Development District.

164 D. Exhibit 15: Consideration of Suncoast Pool Service Maintenance Contract
165 Amendment

166 On a MOTION by Mr. Tietz, SECONDED by Mr. Darius, WITH ALL IN FAVOR, the Board
167 approved the Suncoast Pool service maintenance contract amendment, for the Asturia
168 Community Development District.

169 Holes were noted in a couple of seams and American Leak Detection will be
170 contacted.

171 **SEVENTH ORDER OF BUSINESS – Audience Comments**
172 *(limited to 3 minutes per individual for agenda items)*

173 Comments were heard regarding an infestation of Primrose in the conservation area behind
174 Long Bow. Blue Water Aquatics will be notified.

175 **EIGHTH ORDER OF BUSINESS – Supervisors’ Requests**

176 Mr. Tietz requested street sign bolts to be tightened. The condition of Lake Point Road
177 (mud, dirt, and debris on the roadway) was discussed. Lake Point Road is not maintained
178 by the CDD and it was recommended that residents notify the County of issues.

179 Mr. Penning provided an update on local development. The new fire station drawing
180 shows an entrance/exit off 54, and the multi-family project is on hold. Fords Garage is in
181 the design phase, there are conceptual designs for the middle property. There was also
182 some discussion on whether the District may be responsible for developing Portico at some
183 point. He commented that the meeting with Mr. Faulkner, Ms. Dobson, and Lantower
184 appeared to go well. Mr. Penning wants to be present when a discussion with Ms. Dobson,
185 Duke Energy, and RIPA on the east monument electric takes place, and noted an in-ground
186 electrical vault may have a cut line that is supposed to feed the east monument. He also
187 commented on the District Engineer’s invoices and asked they only attend meetings where
188 their input is required. Mr. Penning noted a reduction in legal invoices did not occur after a
189 previous discussion and suggested the Board look for a legal RFQ in the near future. He
190 raised concerns regarding ensuring spending stays within the budget allocations of \$30,000
191 for District Counsel, \$20,000 for Land Use Counsel, and \$10,000 for Construction Defect
192 Counsel. Ms. Coppa also requested proposals for fencing the playground with a 4 ft high
193 black aluminum fence.

194 Ms. Pearson requested staff shirts with “STAFF” printed on the back. Board direction was
195 for Ms. Dobson to acquire polo shirts (5 for the full-time staff member, 3 for the part-time

196 staff member) and allocated \$300.

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

198 **District Manager:**

- 199 • Create a Landscape Rotation Map: *In progress.*
- 200 • Create an aquatics map with directional water flow – Include phosphate levels: *In*
- 201 *progress.*
- 202 • Contact Pasco County on the outstanding assessments.
- 203 • Contact American Leak Detection: *Contacted.*
- 204 • Contact Blue Water Aquatics: 2902 Long Bow Way: Infestation of Primrose:
- 205 *Contacted.*
- 206 • Schedule a site visit with Duke Energy & RIPA to assess/discuss east entrance
- 207 monument electrical issue: *Contacted; waiting for a response.*
- 208 • Control District Engineer’s attendance of meetings: *Discussed.*
- 209 • Discuss lowering District Counsel’s invoicing with Lauren: *Discussed.*
- 210 • Secure playground fencing proposals: *In progress.*
- 211 • Order Staff shirts.
- 212 • Order a valve assembly for the ADA chair: *Completed.*

213 **District Counsel:**

- 214 • Decrease invoicing.

215 **Blue Water Aquatics:**

- 216 • Create an aquatics map with directional water flow – Include phosphate levels.
- 217 • Assess 2902 Long Bow Way invasive vegetation concern.
- 218 • Maintenance to tighten street sign bolts: *In progress.*

219 **RedTree:**

- 220 • Create a Landscape Rotation Map.
- 221 • Remove Dead Oak tree by the boardwalk.

222 **TENTH ORDER OF BUSINESS – Next Regular Meeting Agenda Items**

223 **October:**

- 224 • Conflict Resolution – Received.
- 225 • Consideration of Asturia HOA Social & Events Committee Funding Request
- 226 (\$2000)

227 **January/February:**

- 228 • Holiday lighting proposal from American Illuminations & Decor.

229 **ELEVENTH ORDER OF BUSINESS – Next Workshop Agenda Items**

230 There being no items for discussion, the Workshops scheduled for October and November
231 14, 2023 were cancelled.

232 **TWELFTH ORDER OF BUSINESS – Next Meeting Quorum Check**

233 The Supervisors declared their intent to attend the next Regular Meeting, scheduled for
234 October 24, 2023 at 6:00 p.m., as follows:

235 Jon Tietz – In Person

- 236 Glen Penning – In Person
- 237 Jacques Darius – In Person
- 238 Marie Pearson – In Person
- 239 Susan Coppa – In Person

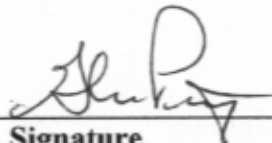
240 **TWELFTH ORDER OF BUSINESS – Adjournment**

241 On a MOTION by Mr. Penning, SECONDED by Ms. Coppa, WITH ALL IN FAVOR, the
242 Board adjourned the meeting at 8:11 p.m., for the Astoria Community Development District.

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

247 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a
248 publicly noticed meeting held on October 24, 2023.

249 Tish Dobson
250 Signature


Signature

251 Tish Dobson
252 Printed Name

Glen Penning
Printed Name

253 Title: Secretary Assistant Secretary

Title: Chair Vice Chair