



Rizzetta & Company

# Astoria Community Development District

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**Board of Supervisors' Meeting  
September 22, 2020**

**District Office:  
5844 Old Pasco Road, Suite 100 Pasco, Florida 33544  
813.994.1001**

[www.asturiacdd.org](http://www.asturiacdd.org)

**ASTURIA  
COMMUNITY DEVELOPMENT DISTRICT**

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

<b>Board of Supervisors</b>	Lane Gardener Walter O' Shea Lee Thompson Carla Luigs Matthew Gallagher	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Matthew Huber	Rizzetta & Company, Inc.
<b>District Counsel</b>	Sarah Warren	Hopping, Green & Sams
<b>District Engineer</b>	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.

September 14, 2020

**Board of Supervisors  
Asturia Community  
Development District**

**AGENDA**

The regular meeting of the Board of Supervisors of the Asturia Community Development District will be held on **September 22, 2020 at 6:00 p.m.** to be conducted by means of communications media technology telephone pursuant to Executive Orders 20-52, 20-69, 20-112, 20-123, 20-139, 20-150, 20-179 and 20-193 issued by Governor DeSantis, and pursuant to Section 120.54(5)(b)2., Florida Statutes. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ITEMS**
  - A. Consideration of Establishment of Audit Committee
  - B. Consideration of Landscape RFP (under separate cover)
- 4. BUSINESS ADMINISTRATION**
  - A. Consideration of the Minutes of the Board of Supervisors' Meeting Held on August 25, 2020.....Tab 1
  - B. Consideration of the Operation and Maintenance Expenditures for August 2020.....Tab 2
- 5. STAFF REPORTS**
  - A. Clubhouse Manager Report (under separate cover)
  - B. District Engineer
  - C. District Counsel
  - D. District Manager
- 6. AUDIENCE COMMENTS AND SUPERVISOR REQUESTS**
- 7. 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 Board of Supervisors of the **Asturia Community Development District** was held on **August 25, 2020 at 1:00 p.m.** conducted by means of communications media technology telephone pursuant to Executive Orders 20-52, 20-69, 20-112, 20-123, 20-139, 20-150, 20-179 and 20-193 issued by Governor DeSantis, and pursuant to Section 120.54(5)(b)2., Florida Statutes.

Present and constituting a quorum:

Lane Gardner	<b>Board Supervisor, Chair</b>
Lee Thompson	<b>Board Supervisor, Asst. Secretary</b>
Carla Luigs	<b>Board Supervisor, Asst. Secretary</b>
Matthew Gallagher	<b>Board Supervisor, Asst. Secretary</b>

Also present were:

Matthew Huber	<b>District Manager; Rizzetta &amp; Co., Inc.</b>
Sarah Warren	<b>District Counsel; Hopping Green &amp; Sams</b>
Sean Manson	<b>Construction Manager; Hines</b>
Ed Colon	<b>Down to Earth</b>
John P	<b>Asturia</b>
Audience	

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Hayes called the meeting to order, performed roll call, and confirmed a quorum for the meeting.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

The Board of Supervisors entertained audience comments.

**THIRD ORDER OF BUSINESS**

**Discussion Regarding Renaming Dog Park**

Lane mentioned that the BOS should be inclusive of others and not just consider one pet name.



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**SEVENTH ORDER OF BUSINESS**                      **Consideration of Resolution 2020-15, Certifying an Assessment Roll and Levying Assessments**

Mr. Huber presented Resolution 2020-15, Certifying an Assessment Roll and Levying of Assessments for Fiscal Year 2020/2021 to the Board of Supervisors.

On a Motion by Mr. Gardner, seconded by Mr. Gallagher, with all in favor, the Board of Supervisors adopted Resolution 2020-15, Certifying an Assessment Roll and Levying of Assessment for Fiscal Year 2020/2021, for Asturia Community Development District.

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**EIGHTH ORDER OF BUSINESS**                      **Public Hearing on Uniform Method of Collection (BA Parcels)**

Mr. Huber asked the Board for a Motion to Open the Public Hearing on Uniform Method of Collection.

On a Motion by Mr. Gardner, seconded by Mr. Thompson, with all in favor, the Board of Supervisors Opened the Public Hearing on Uniform Method of Collection, for Asturia Community Development District.

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There were no public comments at this time.

On a Motion by Mr. Thompson, seconded by Mr. Gardner, with all in favor, the Board of Supervisors Closed the Public Hearing on Uniform Method of Collection, for Asturia Community Development District.

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**NINTH ORDER OF BUSINESS**                      **Consideration of Resolution 2020-16, Adopting a Uniform Method of Collection**

Mr. Huber presented Resolution 2020-16, Adopting a Uniform Method of Collection to the Board of Supervisors.

On a Motion by Mr. Gardner, seconded by Mr. Gallagher, with all in favor, the Board of Supervisors adopted Resolution 2020-16, Adopting a Uniform Method of Collection, as presented, for Asturia Community Development District.

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**TENTH ORDER OF BUSINESS**                      **Public Hearing on Assessments for Expanded Parcels**

Mr. Huber asked the Board for a Motion to Open the Public Hearing on Assessments for Expanded Parcels.





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**FOURTEENTH ORDER OF BUSINESS**                      **Consideration of the Minutes of the Board of Supervisors' Meeting Held on July 28, 2020**

Mr. Huber presented the minutes of the Board meeting held on July 28, 2020. Supervisors noted a few minor corrections that were needed.

On a Motion by Mr. Gardner, seconded by Ms. Luigs, with all in favor, the Board of Supervisors approved the minutes for the Board meeting held on July 28, 2020, as amended, for the Asturia Community Development District

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**FIFTEENTH ORDER OF BUSINESS**                      **Consideration of the Operation and Maintenance Expenditures for July 2020**

Mr. Hayes presented the Operation and Maintenance Expenditures for July 2020.

On a Motion by Mr. Gardner, seconded by Ms. Luigs, with all in favor, the Board of Supervisors ratified the Operations and Maintenance expenditures for July 2020 (\$53,938.87) for the Asturia Community Development District

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**SIXTEENTH ORDER OF BUSINESS**                      **Staff Reports**

**A. Clubhouse Manager**

Mr. Huber presented the Clubhouse Report to the Board. They had no comments or questions.

**B. District Engineer**

Not Present

**C. District Counsel**

Ms. Warren informed the BOS that she is monitoring COVID-19 and its impact on CDD meetings.

**D. District Manager**

No Report

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**SEVENTEENTH ORDER OF BUSINESS**                      **Supervisors' Requests**

There were no Supervisor Requests at this time

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**EIGHTEENTH ORDER OF BUSINESS**                      **Adjournment**

Mr. Huber asked for a motion to adjourn the meeting.

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On a Motion by Mr. Gardner, seconded by Ms. Luigs, with all in favor the Board of Supervisors adjourned the meeting at 2:58 p.m., for Asturia Community Development District.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

## **Tab 3**

# ASTURIA COMMUNITY DEVELOPMENT DISTRICT

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

## Operation and Maintenance Expenditures August 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from August 1, 2020 through August 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$20,342.42**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

# Asturia Community Development District

## Paid Operation & Maintenance Expenditures

August 1, 2020 Through August 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Brighthouse Networks	002576	065826701072220	14575 Promenade Parkway 07/20	\$ 257.45
Clean Sweep Supply Co., Inc.	002583	00209792	Clubhouse Supplies 05/20	\$ 61.65
County Sanitation	002578	10472737	Clubhouse Dumpster 08/20	\$ 34.00
Duke Energy	002577	02017 22358 07/20	000 Aviles Parkway Lite 07/20	\$ 3,195.47
Duke Energy	002579	Duke Electric Summary 07/20	Electric Summary 07/20	\$ 2,320.55
Duke Energy	002580	13808 69448 07/20	14721 State Rd 54 Lite 07/20	\$ 6,895.85
Florida Department of Revenue	002581	85-8016529160C-9 07/20	Sales & Use Tax 07/20	\$ 5.89
Hopping Green & Sams	002584	115719	General Legal Services 05/20	\$ 5,756.45
Hopping Green & Sams	002584	115720	General Legal Services 05/20	\$ 374.45
Lee R. Thompson	002587	LT061020	Board of Supervisors Meeting 06/10/20	\$ 200.00
Rizzetta Amenity Services, Inc.	002585	INV00000000007738	Out Of Pocket Expenses 06/20	\$ 50.00
Southern Land Services of SW FL, Inc.	002586	061220-13	Mowing Phase 3 - ROW Only 32 Lots 06/20	\$ 256.00

# Asturia Community Development District

## Paid Operation & Maintenance Expenditures

August 1, 2020 Through August 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Southern Land Services of SW FL, Inc.	002586	062620-29	Mowing Phase 3- Row Only 06/20	\$ 250.00
Tampa Poop 911 LLC	002582	A062020	Clean Pet Waste Stations & Trash Cans 06/20	<u>\$ 684.66</u>
<b>Report Total</b>				<b><u>\$ 20,342.42</u></b>