

**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 **Thursday, June 2, 2015 at 3:00 p.m.** at the offices of Florida Design Consultants, located at 3030 Starkey Boulevard, New Port Richey, FL 34655.

**Present and Constituting a Quorum:**

Lane Gardner  
Dan Jones  
Kevin Jund

**Board Supervisor, Chairman**  
**Board Supervisor, Asst. Secretary**  
**Board Supervisor, Asst. Secretary**

**Also Present Were:**

Clifton Fischer  
Scott Brizendine  
Sarah Warren  
Sean Manson

**District Manager, Rizzetta & Company, Inc.**  
**Director of Financial Services, Rizzetta**  
**District Counsel, Hopping Green & Sams, PA**  
**Developer**

**FIRST ORDER OF BUSINESS**

**Oath of Office/ Roll Call**

Mr. Fischer called the meeting to order and performed roll call.

**SECOND ORDER OF BUSINESS**

**Public Comments**

It was noted there were no members of the general audience in attendance

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Meeting Held on May 7, 2015**

On a motion by Mr. Gardner seconded by Mr. Jones, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisor's meeting held on May 7, 2015, as presented, for Asturia Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Operation and Maintenance Expenditures for April 2015**

On a motion by Mr. Gardner seconded by Mr. Jund, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for April totaling \$9,410.17 for Asturia Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Series 2014A Construction Requisitions #41-54**

41	Basham & Lucas Design Group	\$22,100.00
42	Florida Design Consultants, Inc.	\$15,257.48
43	Florida Design Consultants, Inc.	\$2,225.00
44	Florida Design Consultants, Inc.	\$6,450.00
45	Florida Design Consultants, Inc.	\$2,164.00
46	Hopping Green & Sams	\$895.50
47	Prosser, Inc.	\$12,548.09
48	RIPA & Associates	\$1,159,658.93
49	Universal Engineering Services	\$23,400.00
50	Pasco County BOCC	\$4,000.00
51	Florida Dept. of Transportation	\$2,000.00
52	Pasco County BOCC	\$10,000.00
53	Pasco County Utilities	\$1,150.00
54	SWFWMD	\$2,491.50

On a motion by Mr. Gardner, seconded by Mr. Jones, with all in favor, the Board of Supervisors ratified the Series 2014A Construction Requisitions #41-54 for Asturia Community Development District.

**SIXTH ORDER OF BUSINESS**

**Presentation of Fiscal Year 2015-2016 Proposed Budget**

Mr. Fischer distributed a revised budget package noting that changes were made to the version that was included in the agenda packet. Mr. Brizendine reviewed the methodology that is being proposed to calculate the assessments that will be levied to fund the budget. He explained that certain costs provide the same benefit to all lots and those costs have been equalized across all 678 units and some costs provide more benefit to the larger lots than the town homes or smaller lots and those have been stratified based on the same EAU units used for the bonds.

Mr. Brizendine reviewed the proposed budget that he and Mr. Gardner worked on together, noting that it totals \$388,631 with an administrative total of \$98,225, a field operations total of \$255,076, and a budget allocation contingency of \$35,330. He explained that the contingency can either be eliminated during the final budget discussions or used to offset increases in individual line items or movement between equalized and stratified line items to ensure that assessment levels do not increase above those set today and sent to the County for the TRIM notices. Mr. Brizendine stated that any assessments placed on the tax roll would be subject to a 6% collection cost, but those direct billed would not be. A brief discussion was held regarding how the amounts were determined, with it being noted that reductions may be made once actual contracts for various services are available.

Ms. Warren reviewed the components of Resolution 2015-14, stating that it provides for the statutory requirement for a proposed budget to be approved prior to June 15<sup>th</sup> and for scheduling the public hearing at least 60 days following the date of the approval. A brief discussion ensued regarding a date to hold the public hearing. The following Board action was taken:

On a motion by Mr. Jones, seconded by Mr. Gardner, with all in favor, the Board of Supervisors approved Resolution 2015-14, approving the fiscal year 2015/2016 proposed budget and Operation and Maintenance Assessment Report and setting the public hearing for August 12, 2015 at 1:00 p.m. at the offices of Florida Design Consultants located at 3030 Starkey Boulevard, New Port Richey, FL 34655 for Asturia Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Proposals for Wetland Mitigation**

It was decided to table this item until the next meeting pending receipt of the necessary paperwork.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2015-15, Authorizing Direct Purchasing Agent**

Ms. Warren explained that by Statute Districts have the option to but are not required to make tax exempt purchases and should they decide to do so there are specific legal requirements that must be followed. She stated that the District must provide a certificate of entitlement and its own loss insurance on the materials being purchased. A brief discussion was held regarding naming an additional purchasing agent and whether it is necessary to obtain the loss insurance for all purchases. It was agreed that the verbiage in sections two and nine of the resolution should be revised to reflect that insurance may be purchased rather than requiring it to be purchased.

On a motion by Mr. Jones, seconded by Mr. Jund, with all in favor, the Board of Supervisors designated Lane Gardner as an additional purchasing agent for Asturia Community Development District.

On a motion by Mr. Gardner, seconded by Mr. Jund, with all in favor, the Board of Supervisors approved Resolution 2014-15 (as amended), authorizing a direct purchasing agent for Asturia Community Development District.

**NINTH ORDER OF BUSINESS**

**Consideration of Memorandum Regarding District Compliance with Laws Governing Tax Exempt Direct Purchases**

No Discussion was held on this agenda item.

**TENTH ORDER OF BUSINESS**

**Consideration of Proposal for Landscape  
Inspection Services**

A brief discussion was held regarding a proposal that was submitted to the Developer, Chairman, and District Counsel by Rizzetta and Company to provide landscape installation inspection services in the amount of \$6,000. A brief discussion ensued regarding the terms of the agreement relative to the amount of time spent on site.

On a motion by Mr. Gardner, seconded by Mr. Jund, with all in favor, the Board of Supervisors approved the Rizzetta proposal for Landscape Installation Inspection Services in the amount of \$6,000 in substantial form and authorized the Chairman to execute the final version for Asturia Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Other Project Related  
Matters**

Ms. Warren stated that a proposal was received from Kompan in the amount of approximately \$84,000 for playground equipment that was approved pending Board acceptance. She stated that the amount is below the bid threshold so it is not necessary to go out to bid for the project. It was also noted that the budget for the project was \$90,000.

On a motion by Mr. Gardner, seconded by Mr. Jones, with all in favor, the Board of Supervisors approved the direct purchase of the playground equipment from Kompan for Asturia Community Development District.

Ms. Warren stated that RIPA and associates submitted a change order requesting that the contract completion date be extended by 30 days due to issues with obtaining necessary permits from the Army Corp of Engineers.

On a motion by Mr. Gardner, seconded by Mr. Jund, with all in favor, the Board of Supervisors approved change order #3 from RIPA and Associates for Asturia Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Staff Reports**

A. District Counsel

Ms. Warren presented Resolution 2015-06 to the Board, explaining that since the Board is contemplating levying assessments on the tax roll to fund the 2015/2016 operating budget it must declare its intent to do so. This is a standard resolution that declares the intent to levy assessments and approves the Operation and Maintenance Assessment Report discussed earlier in the meeting.

On a motion by Mr. Gardner, seconded by Mr. Jund, with all in favor, the Board of Supervisors approved Resolution 2015-16 for Asturia Community Development District.

Ms. Warren stated that Resolution 2015-17, sets the public hearing that is required before the District can actually levy the assessments. She recommended that it be held on August 12, 2015 along with the public hearing on the budget.

On a motion by Mr. Gardner, seconded by Mr. Jones, with all in favor, the Board of Supervisors approved Resolution 2015-17, setting the public hearing on assessments for August 12, 2015 at 1:00 p.m. at the offices of Florida Design Consultants located at 3030 Starkey Boulevard, New Port Richey, FL 34655 for Asturia Community Development District.

Ms. Warren presented the form of an agreement for the collection of direct billed assessments. She stated that it is similar to the one approved by the Board relative to the direct collection of the bond debt. She asked that the Board approve it in substantial form and authorize the Chairman to finalize and execute. The document will be brought back for ratification at a future meeting.

On a motion by Mr. Gardner, seconded by Mr. Jund, with all in favor, the Board of Supervisors approved the form of the Direct Collection Agreement in substantial form and authorized the Chairman to execute once finalized for Asturia Community Development District.

B. District Engineer  
No Report.

C. District Manager  
Mr. Fischer reminded the Board that the next regular meeting is scheduled for July 9, 2015 at 5:00 p.m. at the offices of Florida Design Consultants.

**THIRTEENTH ORDER OF BUSINESS**

**Supervisor Requests and Audience Comments**

On a motion by Mr. Gardner, seconded by Mr. Jones, with all in favor, the Board of Supervisors approved a not-to-exceed amount of \$6,000 for the mowing of pond banks and right-of-way areas within the District for Asturia Community Development District.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

On a motion by Mr. Jones, seconded by Mr. Gardner, with all in favor, the Board adjourned the Board of Supervisors' meeting at 3:38 p.m. for Asturia Community Development District.

  
Secretary/Assistant Secretary

  
Chairman/Vice-Chairman