

**MINUTES OF MEETING
ASTONIA
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Astonia Community Development District was held Wednesday, **December 13, 2023** at 1:00 p.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Brent Elliott
Halsey Carson
Karen Ritchie

Chairman
Vice Chairperson
Assistant Secretary

Also present were:

Jeremy LeBrun
Lauren Gentry
Bryan Hunter *by Zoom*
Allen Bailey

District Manager, GMS
District Counsel, KVV Law
District Engineer, Hunter Engineering
Field Manager, GMS

FIRST ORDER OF BUSINESS

Roll Call

Mr. LeBrun called the meeting to order and called the roll. Three Supervisors were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. LeBrun opened up the public comment period and asked for any comments.

- Kevin Thompson (1740 Oceania Ave.) noted that when he purchased the home, he was told that there would be no on-street parking in the community and seems frustrated that the opposite is true and is concerned with the number of cars parked on the street.
- Jan Overcashier (247 Brave Rd.) followed up on the on-street parking issue.
- Clara Sandrin (1214 Fury St.) stated that she pays for a storage unit in order to park a car in the garage. She believes the problem may be a disconnect between the CDD and HOA and confusion on what falls under the CDD or the HOA umbrella.

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- Pauline Sandrin (873 Daring Dr.) also commented on parking and stated that people are running businesses out of their homes which causes parking issues. She believes a lot of the problem comes from renters that do not obey any of the regulations.
- Fredricka Williams (1600 Eucalyptus Way) is also unhappy with the amount of parking on the street when they were told that there would be no street parking. She also complained about a residential house being used as an Airbnb.

THIRD ORDER OF BUSINESS

Approval of Minutes of the November 8, 2023 Board of Supervisors Meeting

Mr. LeBrun presented the minutes from the November 8, 2023 Board of Supervisors Meeting. Mr. LeBrun asked for any questions, comments, or corrections to the minutes. The Board had no changes to the minutes.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Minutes of the November 8, 2023 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Public Hearing

Ms. Gentry gave a quick summary of the process of adopting parking and towing rules before Mr. LeBrun asked for a motion to open the public hearing. She noted that the proposed policy that establishes designated parking areas and all areas that are not designated would be considered a tow-away-zone on the streets. She also mentioned that they are not obligated to allow any street parking if that’s the way they would like to go. Unless the policy is put into place, the District has no authority to tow in the neighborhood or enforce any kind of parking stipulations.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, Opening the Public Hearing, was approved.

A. Public Hearing on the Adoption of Parking and Towing Policies for the District

i. Discussion Regarding Parking Maps for Astonia and Astonia North Areas

a) Consideration of Proposal from GMS for Parking Signage Throughout the District

The Board took public comments first and the residents gave their opinions on whether or not street-parking is permitted. Mr. Overcashier believes it should be decided by the individual

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HOAs and suggested allowing the HOA to constructed parking areas in common areas that are not in use. Mr. Thomson asked if a vehicle is in a tow-away-zone, will a neighbor call a number to report the illegal parking? The Board member answered that the tow-away-zones is on a sign at the front entrances in the different communities with the designated parking areas and the residents do not call-in parking infractions, that it will be the responsibility of the CDD, and the agreement made with the towing company. If there is an issue, it will get directed to staff and they will contact the tow company to come and deal with it, so it does not have to be a resident against resident issue. One resident commented that she is worried that the sidewalks will be blocked and the residents with strollers or wheelchair users will not be able to access the sidewalks. Blockage of the sidewalks will not be covered under these parking policies. Discussion in the public hearing continued with concerned residents. For the record the audio via Zoom is nearly inaudible and those calling in were not able to hear clearly. Mr. Lebrun was able to fix the audio.

After all the residents were done with their comments, the Board continued discussion. Ms. Gentry noted if there was no more Board discussion then someone could motion to approve the proposed policy to adopt the resolution. Mr. LeBrun noted that the consideration from GMS for parking signage throughout the District was included for the Boards consideration. Mr. Bailey presented the proposal to the Board for the designated signage totaling \$15,856.61 for 96 signs throughout the District. This will be allocated towards a few different contingency line items within the budget.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, Consideration of Parking Maps and Proposal from GMS for Parking Signage Throughout the District, was approved.

ii. Consideration of Resolution 2024-04 Adopting Parking and Towing Policies for the District

Following, Ms. Gentry asked for a motion to formally adopt Resolution 2024-04.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, Resolution 2024-04 Adopting Parking and Towing Policies for the District, was approved.

Mr. LeBrun asked for a motion to close the public hearing.

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On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, Closing the Public Hearing, was approved.

FIFTH ORDER OF BUSINESS

Consideration of 2024 Data Sharing & Usage Agreement with Polk County Property Appraiser

Mr. LeBrun stated that this agreement is a yearly agreement entered into with the County that says the District will not share any confidential information provided to the District.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the 2024 Data Sharing & Usage Agreement with Polk County Property Appraiser, was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Gentry had nothing further for the Board and offered to answer any questions the Board may have. Hearing no comments, the next item followed.

B. Engineer

There being no comments, the next item followed.

C. Field Manager’s Report

Mr. Bailey presented the field manager’s report that can be found in the agenda package.

Completed items include:

- Solar light installation at the amenity and Astoria North mail kiosk.
- GMS cleaned Astoria ponds of debris and trash to mitigate buildup from construction.
- Irrigation repair for line in phase 2.
- The stormwater pond next to 877 Daring Dr. has had its sod installed and looks to be establishing.

In progress items include:

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- The landscape in phase 2 and 3 is being monitored after extended periods of no irrigation.
 - Emergency repairs done by the landscaper appears to be revitalizing some areas.

i. Discussion Regarding Signage Maps for Roundabouts Throughout the District

a) Consideration of Proposal from GMS for Roundabout Signage

Mr. Bailey stated that he confirmed with the engineer that the signage could go on top and the planned proposed last time they met would work according to his guidelines. He then named all the street that would have street plates added to their current yield signs. The proposal is for the 18 street names, 11 yield signs, and 11 posts including labor totaling \$4,581.68. This item was tabled for now due to the \$15,000 they are about to pay for parking signage. Mr. LeBrun noted that some districts run lower than budgeted on certain line items where those saving can be reallocated at the end of the budget cycle. District staff will present those insights, if any, at the next Board meeting.

ii. Consideration of Proposal from GMS to Add Dog Park and Dog Waste Stations to Phase 3 Dog Park

Mr. Bailey presented the proposal for a dog park in phase 3. To put the dog park rules and add two waste stations totals \$1,130.93. Mr. Bailey noted that the money can come from the amenity contingency line item. The Board decided to table this item for now.

iii. Consideration of Addendum from District Janitorial Maintenance Provider to Add Phase 3 Trash and Pet Stations Collection to Current Contract

Lastly Mr. Bailey presented the proposal for janitorial maintenance for phase 3 trash cans and pet station collection to add to the current contract. This would add approximately \$200 a month. The Board asked to table this item for now since they tabled the other items too.

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D. District Manager’s Report

i. Check Register

Mr. LeBrun presented the check register totaling \$41,203.41 and offered to answer any questions for the Board. Hearing none, he asked for a motion of approval.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Check Register totaling \$41,203.41, was approved.

ii. Balance Sheet & Income Statement

Mr. LeBrun stated the financial statements through October 31st were included in the package for review. There was no action necessary from the Board.

SEVENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

EIGHTH ORDER OF BUSINESS

Supervisor’s Requests and Audience Comments

Mr. LeBrun opened the meeting for questions from the audience. There being none, the next item followed.

NINTH ORDER OF BUSINESS

Adjournment

Mr. LeBrun adjourned the meeting.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the meeting was adjourned.

Jill Burns

Secretary/Assistant Secretary

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Brent Elliott
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Chairman/Vice Chairman