

**TOWN OF ASTATULA
MAYOR AND TOWN
COUNCIL MINUTES**



**REGULAR SESSION
MONDAY JULY 13, 2020
TOWN HALL**

Having been duly advertised as required by law, Mayor Mitchell Mack called the Regular Session meeting to order at 7.00pm. He gave the invocation and led the Pledge of Allegiance.

Members Present:

Mitchell Mack, Mayor
Stephen Cross
Kimberly Kobera
Gayle Sikkema

Members by Telephone:

Orita Issartel

Staff Present:

Graham Wells, Town Clerk
Wally Hoagland, Police Chief

Roll Call was performed, and it was determined that a quorum was present.

CITIZENS QUESTIONS AND COMMENT

The Mayor welcomed Sean Donnelly and Karen Smith from the Planning and Zoning Board. There was no public comment.

PRESENTATION BY SKIP MCCALL FROM WCA OF FLORIDA, LLC OF THE RATES FOR 2020-21 AND THE RENEWAL OF THE SOLID WASTE CONTRACT WITH THE TOWN.

Skip McCall said that Covid 19 had been very hard on his industry. He stated that WCA has waived the CPI increase that they could have levied per their contract for the next financial year. He said that he appreciates the public private partnership that WCA had with the Town and asked Council to voice any issues that concerned them.

Councilman Cross said that the current contract was due to expire in September 2021 which could be extended for a further three years. He suggested that the town start to look at this at least nine months prior to the expiration to ensure enough time to secure new bids or re-negotiate the existing contract.

AGENDA REVIEW

There we no changes to the agenda.

MEETING MINUTES

Approval of Minutes for June 8, 2020 Regular Council Meeting.

MOTION by Councilwoman Sikkema to approve the minutes for June 8, 2020 Regular Council meeting; SECONDED by Councilman Cross.

For: Cross, Mack, Kobera, Sikkema, Issartel

MOTION CARRIED 5-0

NEW BUSINESS

RESOLUTION 2020-10 – ADOPTING THE MAXIMUM MILLAGE RATE FOR FY 2020-2021 AND SETTING THE DATE FOR THE PRELIMINARY BUDGET HEARING.

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF ASTATULA, FLORIDA, ADOPTING A PROPOSED MAXIMUM AD VALOREM TAXATION MILLAGE FOR FISCAL YEAR 2020-2021 FOR THE TOWN OF ASTATULA, FLORIDA, SETTING THE DATE, TIME, AND LOCATION FOR THE FIRST BUDGET HEARING; PROVIDING FOR AN EFFECTIVE DATE.

Pursuant to Florida Statutes Section 200.065, the Town Council of the Town of Astatula, Florida, must determine a proposed maximum millage rate and must set the time, date, and place of the first public hearing on the budget for Fiscal Year 2020-2021 within 35 days of July 1, 2020.

The proposed maximum operating millage rate for Fiscal Year 2020-2021 for the Town of Astatula is 8.5000 mills. The first public hearing on the budget for Fiscal Year 2020-2021 for the Town of Astatula, Florida shall be held at the Council Meeting Room of the Town Hall of the Town of Astatula, at 7:00 PM on September 10, 2020.

MOTION by Councilman Cross to read Resolution 2020-10 by title only; SECONDED by Councilwoman Issartel

A Roll Call vote was taken.

Cross YES

Kobera YES

Sikkema YES

Issartel YES

Mack YES

MOTION CARRIED 5-0

Councilman Cross read the resolution title. Mayor Mack requested a motion to approve Resolution 2020-10.

MOTION by Councilwoman Sikkema to approve Resolution 2020-10; SECONDED by Councilman Cross

A Roll Call vote was taken.

Cross YES

Kobera YES

Sikkema YES

Issartel YES

Mack YES

MOTION CARRIED 5-0

DISCUSSION ON THE RENEWAL OF THE CONTRACT WITH THE TOWN'S AUDITORS, JAMES MOORE.

The Current Contract with James Moore goes through the 2020 audit, with a \$14,500 fee for 2020, or increase of \$250 from the prior year. The contract provides for a 3-year extension. They have provided the town with an option based on the addition of the enterprise fund dependent on which year the enterprise fund is set up.

Year	Audit Base	Additional for Utility	Total
2019-2020	\$14,500	\$1,500	\$16,000
Renewal Period:			
2020-2021	\$14,500	\$2,500	\$17,000
2021-2022	\$14,500	\$2,500	\$17,000
2022-2023	\$14,500	\$2,500	\$17,000

The consensus was that the auditors had done an excellent job and that the town should move forward with the contract renewal. The Clerk was asked to clarify whether the \$1,500 for this Fiscal is to be added to the \$2,500 if the enterprise fund is set up in 2020-2021. The auditors were to draft a renewal contract and bring it back to Council for approval in August.

APPROVAL FOR NATIVE LAND AND TREE QUOTATION TO TRIM TREES IN THE RIGHT-OF-WAY.

The trees in the Right-of-Way have not been trimmed for many years. While there is no specific line item in the Transportation budget for tree trimming, there is \$86,750 set aside for road paving and signage in the budget. As of June 2020, no money has been appropriated from this line item.

Native Land and Tree are the tree contractor for the County and Astatula piggybacks on their contract. They are the Town's on-call contractor for downed trees and the town has used them many times before. They were charged to quote for the trimming of trees in the right-of-way and their quote was put before council. Councilman Cross questioned some of the areas on the quote and why there had not been three quotes provided.

Mayor Mack said that we need to at least take care of Florida Avenue, Washington St and Tennessee Ave and then review the other parts of the quote. Councilwoman Issartel agreed.

MOTION by Councilwoman Kobera to approve Native land and Tree to trim the trees on Florida Avenue, Washington St and Tennessee Ave at a cost of \$10,175.00; SECONDED by Councilwoman Issartel

A Roll Call vote was taken.

Cross NO
Kobera YES
Sikkema NO
Issartel YES
Mack YES

MOTION CARRIED 3-2

APPROVAL OF THE CHANGE ORDER FOR CURBING TO BE INSTALLED IN THE NEW COMMUNITY BUILDING PARKING LOT.

When the plans for the new community building were drawn up, there was no provision to have the lighting islands and the edges of the parking spaces curbed; just asphalt butted up to grass. This over time will erode the grass and expose the lighting poles and shrubs to damage from vehicles.

There is approximately 900 linear feet of curbing required which will really finish the parking lot in keeping with the quality of the building. The cost is \$15.84 per linear foot and can be funded from the Transportation Fund. \$86,750 was put into the current budget for Road Paving. To date we have spent zero and have no immediate plans to spend that money other than the tree trimming.

Councilman Cross requested the Clerk to check with the architect that it was not in the original specifications or bid.

MOTION by Councilman Cross to approve the curbing at a cost of \$14,256, subject to verification with the architect that it was not in the original bid packet and permission for the Mayor to sign the change order; SECONDED by Councilwoman Sikkema

A Roll Call vote was taken.

Cross YES
Kobera YES
Sikkema YES
Issartel YES
Mack NO

MOTION CARRIED 4-1

BUDGET AND FINANCE REPORT REVIEW

Finance Officer stated that revenues were decreasing due to Covid. State Revenue Sharing is down 63%, Sales Tax is down 19%. All Ad valorem taxes were collected so the outlook for the rest of the year is not great.

Expenditures in total are \$21,483 under budget, with fire control and parks being over budget and the reasons were explained. The Bank balances are shown below and the movement on funds was explained.

June Bank Balances:

General Fund:	315,463.36
Impact Fees:	72,226.62
Transportation Fund:	140,443.98
Infrastructure Fund:	369,401.98
CDBG Fund:	25.00
Cash Drawer:	150.00

He went on to give an overview of the Transportation and Infrastructure Funds. Council were reminded that with the reduced revenues that the town was still living paycheck to paycheck. A cashflow analysis had been completed for both the General Fund and the Infrastructure Fund to ensure that the town did not run out of money. The result of the analysis was encouraging.

COUNCIL DEPARTMENT & COMMITTEE REPORT

Finance – Councilman Cross – NONE

Public Works – Mayor Mack – The FRDAP grant that was applied for Kirkwood Park had been awarded and we were put on the list for future funding. A grant had also been applied for to harden the new community building including a generator. He let council know that he wanted to increase the hours for the public works employee, and this would be addressed in the budget.

Public Safety/Code Enforcement – Councilwoman Kobera – NONE

Office – LDR’s, Ordinances, Legal – Councilman Sikkema – NONE

Economic Development – Councilwoman Issartel – NONE

STAFF REPORTS

Town Attorney – Heather Ramos – ABSENT

Police Department – Chief Hoagland – Gave an update on the foreclosure on the property on 13128 New York Avenue. He gave kudos to Ofc. Denton for going over and beyond to repatriate a cooler that fell off the back of a truck to its owner.

Town Clerk – Graham Wells – NONE

REVIEW


- a. Items for Workshops and possible dates – **Reminder of budget workshop on July 16th at 6pm.**
- b. Items put forward for the next Council meeting - NONE
- c. Review of items needing Special Meetings and possible dates - NONE

COUNCIL MEMBER MISCELLANEOUS COMMENTS – NONE

ADJOURNMENT

There being no further business Mayor Mack adjourned the meeting at 8:42 pm.

Respectfully submitted,



Mitchell Mack, Mayor

ATTEST:



Graham Wells, Town Clerk

