

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



**REGULAR SESSION
MONDAY SEPTEMBER 14, 2020
TOWN HALL**

Having been duly advertised as required by law, Mayor Mitchell Mack called the Regular Session meeting to order at 7.04pm. He gave the invocation and led the Pledge of Allegiance.

Members Present:

Mitchell Mack, Mayor
Stephen Cross
Orita Issartel
Gayle Sikkema

Absent:

Kimberly Kobera

Staff Present:

Graham Wells, Town Clerk
Wally Hoagland, Police Chief

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

The Mayor welcomed Sean Donnelly and Karen Smith from the Planning and Zoning Board.

CITIZENS QUESTIONS AND COMMENT

Sean Donnelly 14239 Tennessee Ave asked why the August 10th meeting was cancelled and a Special Council meeting convened on the 24th. Councilman Cross explained that there were several items that needed to be approved which were not available by the 10th so it was decided to reschedule the meeting to the 24th. Mr. Donnelly asked whether the meetings could be put onto the town's Facebook page.

He also spoke about WCA not recycling as much as had been suggested by Skip McCall at a previous meeting. Mayor Mack gave a detailed explanation of the recycling industry. Mr. Donnelly brought up his issue with dealing with code enforcement complaints. Mayor Mack said that there would be no changes to the current way that it is dealt with at this time.

Karen Smith 13332 Orange Blossom St asked if the town could do anything for one of her neighbors whose grass was six feet tall to help him cut his grass. The town could not do the work but suggestions were made as to who she could contact.

AGENDA REVIEW

There we no changes to the agenda.

MEETING MINUTES

Approval of Minutes for August 24, 2020 Special Council Meeting
Approval of Minutes for August 24, 2020 Budget Workshop

MOTION by Councilwoman Sikkema to approve the minutes shown above; SECONDED by Councilman Cross.

For: Cross, Mack, Sikkema, Issartel

MOTION CARRIED 4-0

PUBLIC HEARING

FINAL READING OF ORDINANCE 2020-11 ADOPTING NEW TOWN IMPACT FEES BASED ON THE STUDY PREPARED BY RAFTELIS FINANCIAL CONSULTANTS, INC. DATED AUGUST 17, 2020

AN ORDINANCE OF THE TOWN OF ASTATULA, FLORIDA REGULATING IMPACT FEES; REPEALING THE TOWN'S PUBLIC FACILITIES IMPACT FEE IN CHAPTER 39 OF THE TOWNS CODE OF ORDINANCES; ADOPTING NEW POLICE, UTILITY, AND PUBLIC BUILDINGS IMPACT FEES AND ADOPTING ADMINISTRATIVE CHARGES TO BE EFFECTIVE NINETY DAYS FROM THE ADVERTISEMENT DATE OF THIS ORDINANCE; RESTATING THE TOWN'S CURRENT PARK IMPACT FEES; ADOPTING THE TOWN OF ASTATULA IMPACT FEE STUDY PREPARED BY RAFTELIS FINANCIAL CONSULTANTS, INC. DATED AUGUST 17, 2020; PROVIDING REGULATIONS PERTAINING TO POLICE, UTILITY, AND PUBLIC BUILDINGS IMPACT FEES AND ADMINISTRATIVE CHARGES; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY AND CONFLICTS, AND PROVIDING AN EFFECTIVE DATE.

A motion by Councilwoman Sikkema was made to read by title only, seconded by Councilman Cross. A roll call vote was unanimous. The title was read by Mayor Mack.

MOTION by Councilman Cross to adopt Ordinance 2020-11 for the new impact fees; SECONDED by Councilwoman Sikkema

A Roll Call vote was taken.

Cross YES

Sikkema YES

Issartel YES

Mack YES

MOTION CARRIED 4-0

NEW BUSINESS

CONSIDERATION AND APPROVAL OF 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.

The Mayor said that council had seen the final copy of the contract after being reviewed by the attorney and requested a motion to approve.

MOTION by Councilman Cross to approve the contract with James Moore for another three years; SECONDED by Councilwoman Sikkema

A Roll Call vote was taken.

Cross YES

Sikkema YES

Issartel YES

Mack YES

MOTION CARRIED 4-0

FURTHER DISCUSSION AND RECOMMENDATION OF FEES TO BE CHARGED FOR RENTAL OF THE NEW COMMUNITY BUILDING PLUS REVIEW OF THE RENTAL AGREEMENT.

The Mayor asked for direction from the council for the clerk to put the rental fees into the new fee schedule. Fees for set-up and tear down were discussed at length along similar levels to those charged by the City of Umatilla. The set-up would be done by Heather who also cleans town hall or by the public works operative. A deposit will need to be charged.

The levels for rental discussed at the last workshop based on a number of towns and cities schedules seemed reasonable and would be put into the new fee schedule. It was further agreed that the Clerk would work on the contract and get it back to council for comments before being sent to the attorney for their review.

BUDGET AND FINANCE REPORT REVIEW

Finance Officer Wells went over the General Fund revenues cumulative to the end of August which were \$60,051 over budget. As expected, the Utility Service tax and Franchise Fee for electric were coming on target as the hotter months prevail; building permit fees were up \$11,378 and Planning and Zoning fees are up \$9,650. The Sales tax and State Revenue Sharing were down due to COVID-19.

On the expense side, fire control and parks were the only two departments over budget. Solid waste was over by \$317; however, this is mitigated by an additional \$3,594 in revenues. The total expenditures are \$30,186 under budget and this coupled with the \$60,051 increase in revenues totals \$90,238 of additional cashflow to the town leaving the balances as shown below.

August Bank Balances:

General Fund:	231,932.47
Impact Fees:	55,215.58
Transportation Fund:	134,725.55
Infrastructure Fund:	55,013.92
CDBG Fund:	25.00
Cash Drawer:	150.00

Mr. Wells added that there was still \$263,339 to be paid on the new community building which would take the infrastructure fund overdrawn by \$208,326 which would be covered by the bank line of credit. The curbing for the new community building parking lot cost was \$13,349 which was paid from the Transportation Fund.

COUNCIL DEPARTMENT & COMMITTEE REPORT

Finance – Councilman Cross – NONE

Public Works – Mayor Mack – NONE

Public Safety/Code Enforcement – Councilwoman Kobera – ABSENT

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 a report on what the department was doing for breast cancer awareness. Ofc. Lejeunesse has been in contact with the food supermarkets to donate gift cards to provide less fortunate families with food for Thanksgiving. They hope to raise 25 to 30 gift cards.

Town Clerk – Graham Wells – Reminder of the ribbon cutting event to turn over the community building from the contractor to the town. This would be limited event due to COVID and then a grand opening event scheduled for later in the year if possible.

REVIEW

- a. Items for Workshops and possible dates – **Reminder of the final budget hearing on September 24th at 7pm.**
- 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 8:01 pm.

Respectfully submitted,



Mitchell Mack, Mayor

ATTEST:



Graham Wells, Town Clerk

