

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



**REGULAR SESSION  
MONDAY MARCH 8, 2021  
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  
Kimberly Kobera, Vice-Mayor  
Gayle Sikkema  
Steve Cross  
Orita Issartel

**Staff Present:**

Graham Wells, Town Clerk  
Wally Hoagland, Police Chief  
Tim Green, Town Planner

Roll Call was performed, and it was determined that a quorum was present. The Mayor welcomed County Commissioner for District 3, Kirby Smith and Newly appointed County Manager, Alan Rosen. Mr. Smith introduced himself and stressed that he and Mr. Rosen were here to help and answered some question from Councilman Cross.

**SWEARING IN OF COUNCIL MEMBER ORITA ISSARTEL**

Councilwoman Issartel took the oath and was sworn in by Town Clerk, Graham Wells.

**CITIZENS QUESTIONS AND COMMENT**

There was no public comment.

**AGENDA REVIEW**

There were no changes requested.

**MEETING MINUTES**

Approval of Minutes for February 8, 2021 Regular Council Meeting  
Approval of Minutes for February 22, 2021 Public Hearing  
Approval of Minutes for February 23, 2021 Grant Workshop  
Approval of Minutes for March 1, 2021 Grant Workshop

**MOTION by Councilwoman Sikkema to approve the minutes as shown above with the amendment for February 8, 2021 as discussed; SECONDED by Councilwoman Issartel**

**For: Cross, Sikkema, Mack, Kobera, Issartel**

**MOTION CARRIED 5-0**

**NEW BUSINESS**

**CONSIDERATION AND APPROVAL OF RESOLUTION 2021-04 GRANTING APPROVAL OF A PRELIMINARY DEVELOPMENT PLAN FOR THE PROPOSED TULA PARC SUBDIVISION.**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF ASTATULA, FLORIDA; GRANTING APPROVAL OF A PRELIMINARY DEVELOPMENT PLAN FOR THE PROPOSED TULA PARC SUBDIVISION CONTAINING 179 RESIDENTIAL LOTS AND A TWO ACRE COMMERCIAL SITE ON APPROXIMATELY 54 ACRES LOCATED NORTH OF GEORGIA AVENUE, WEST OF MONROE STREET, EAST AND WEST OF ADAMS STREET, EAST OF WASHINGTON STREET AND SOUTH OF PENNSYLVANIA AVENUE; PROVIDING FOR RECORDATION; PROVIDING FOR AN EFFECTIVE DATE.**

The Preliminary Subdivision Plan for the proposed Tula Parc project proposes 179 residential lots and a 2-acre Commercial parcel. The property is approximately 54 acres located north of Georgia Avenue, west of Monroe Street, east and west of Adams Street, east of Washington Street and south of Pennsylvania Avenue. The plan proposes 179 residential lots and a 2-acre Commercial parcel.

The Mayor introduced Tim Green, the Town's Planner who went over the details of the application outlined in his report which included the pertinent site data, traffic, potable water, sanitary sewer, recreation & open space, solid waste, and drainage facilities. Private parks can be provided however the applicant will still have to pay park impact fees to the town.

The Mayor asked if everything had been provided in order for council to approve the plan. Mr. Green responded that a school concurrency reservation has been approved by the Lake County School Board. He added that a landscape plan will be required at construction plan submittal and a tree survey will be required prior to the issuance of the construction plan approval.

The Mayor asked if there were any issues raised at the Planning and Zoning meeting. Mr. Green responded that a request was made to add another entrance to ease the traffic on Georgia Ave. and that the plan was approved 4-0.

The Mayor then opened the meeting for public questions and comments on this topic only. There were over twenty residents present. There was much discussion, mostly which was about the additional traffic that would be generated by this new subdivision. The Mayor closed public comment. Councilman Cross made a motion to read the resolution by title only; seconded by Councilwoman Issartel. The title was read by Mayor Mack and after final comments from the Board, requested a motion to approve the resolution.

**MOTION by Councilman Cross, to approve Resolution 2021-04; SECONDED by Councilwoman Issartel.**

**A Roll Call vote was taken**

<b>Cross</b>	<b>YES</b>
<b>Sikkema</b>	<b>YES</b>
<b>Mack</b>	<b>YES</b>
<b>Kobera</b>	<b>NO</b>
<b>Issartel</b>	<b>YES</b>

**MOTION CARRIED 4-1**

At 8:23 pm the Mayor called a recess of the meeting for a comfort break. The Meeting reconvened at 8:33 pm.

**CONSIDERATION AND APPROVAL OF THE PROPOSAL FROM SIGNATURE CONSTRUCTION TO BUILD A NEW CHLORINATION BUILDING TO BE LOCATED NEXT TO THE MUNICIPAL WATER PUMP STATION.**

As part of the new well installation and link up project for the town's fire control and potable water, the town has to have a building to house the chlorination materials necessary for the water plant. This building will also house the control panels for the two wells. Signature construction has designed the structure to the town's requirements and specifications.

The Mayor explained that the town had not been able to obtain competitive bids for this project other than a 2016 proposal to lake county for a pre-cast concrete building which was \$40,000 just for the storage building alone. Other companies contacted have not responded. The town is required to provide the building which must incorporate ADA regulations including an entry ramp. The inside electrical equipment would be provided by McMahan Construction who are drilling the new well. Jeremy Myers from Signature Construction gave a detailed explanation of what was required for the specification of a chemical storage building.

The Mayor deferred to the Clerk as to how the building could be financed. The Clerk suggested using the remainder of the public facilities impact fees and the remainder from the infrastructure fund.

**MOTION by Councilman Cross, to approve the contract with Signature Construction in the amount of \$34,755; SECONDED by Councilwoman Kobera.**

**A Roll Call vote was taken**

<b>Cross</b>	<b>YES</b>
<b>Sikkema</b>	<b>YES</b>
<b>Mack</b>	<b>YES</b>
<b>Kobera</b>	<b>YES</b>
<b>Issartel</b>	<b>YES</b>

**MOTION CARRIED 5-0**

**FIRST READING OF ORDINANCE 2021-06 INCREASING THE COMMUNICATIONS SERVICES TAX RATE FROM 4.4 PERCENT TO 5.22 PERCENT.**

**AN ORDINANCE OF THE TOWN OF ASTATULA, FLORIDA, RELATING TO THE LOCAL COMMUNICATIONS SERVICES TAX; CHANGING THE TOWN'S ADOPTED RATE FROM 4.400% TO 5.220%; PROVIDING FOR NOTICE TO THE DEPARTMENT OF REVENUE; PROVING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.**

The Communications Services Tax rate, the tax on cable and internet services was established by the town over a decade ago at a rate of 4.4%. Almost without exception all other town and cities in Lake County have an adopted rate of 5.22%. This may not seem a great difference, less than a dollar to the average home but collectively is a loss in revenue to the town of \$5,000 per year.

Following the second reading in April the ordinance along with the necessary documentation will be submitted to the Department of Revenue. If approved the change will take place in January 2022. The Mayor said he was uncomfortable about raising taxes without reason. The Clerk explained that the impact on a single household would be less than a dollar a month, but collectively it made a significant difference to the town.

A motion to read the ordinance by title only was made by Councilman Cross and seconded by Councilwoman Sikkema. The Mayor read the title and requested a motion to approve the ordinance and send to second reading.

**MOTION by Councilman Cross, to approve Ordinance 2021-06 and send to second reading; SECONDED by Councilwoman Issartel.**

**A Roll Call vote was taken**

**Cross YES**

**Sikkema YES**

**Mack YES**

**Kobera YES**

**Issartel YES**

**MOTION CARRIED 5-0**

**RESOLUTION 2021-07 AMENDING FEE SCHEDULE TO INCLUDE BULK SUPPLY OF WATER FROM THE TOWN'S FIRE HYDRANTS.**

**A RESOLUTION OF THE TOWN OF ASTATULA, FLORIDA; REPEALING RESOLUTION 2021-01; ESTABLISHING A FEE SCHEDULE FOR THE TOWN OF ASTATULA, FLORIDA; AND PROVIDING AN EFFECTIVE DATE.**

The town has had a history of people hooking up to a hydrant without authorization. The revised fee schedule adds the Bulk fees and rates for water supply from a fire hydrant so that they can be charged for doing so if caught and for legitimate sale of the towns water.

A motion to read the resolution by title only was made by Councilman Cross and seconded by Councilwoman Issartel. The Mayor read the title and requested a motion to approve the resolution.

**MOTION by Councilman Cross, to approve Resolution 2021-07; SECONDED by Councilwoman Kobera.**

**A Roll Call vote was taken**

**Cross YES**

**Sikkema YES**

**Mack YES**

**Kobera YES**

**Issartel YES**

**MOTION CARRIED 5-0**

At this point in the meeting, it was after 9:00 pm, Mayor Mack made a motion to extend the meeting by thirty minutes; seconded by Councilman Cross and unanimously approved.

## **BUDGET AND FINANCE REPORT REVIEW**

Finance Officer Wells announced that General Fund revenues were \$18,055 over budget with the addition of \$179,912 in Cares Act funding. There had been no revenues received for Ad Valorem Tax or Solid Waste Assessments for February at that time. Both line items were already over budget.

GF Expenses were \$12,963 under budget YTD, which when added to the budgeted surplus of \$21,495 increased the General Fund by \$34,458. Transportation revenues were up \$1,826 and expenses \$9,130 under budget. Infrastructure Fund revenues were up \$13,883 and expenses were \$2,297 over budget. There was also a \$34,720 carry forward amount. From the Enterprise (Utility) Fund, the town had paid \$238,525 for the construction progress on the well and had a further \$265,475 to pay.

The movement on the bank balances was explained along with the repayment of \$10,000 on the loan for the community center. The balance of the loan is \$200,000. The balances at the end of February are shown below.

### **February Bank Balances:**

General Fund:	673,659.18
Impact Fees:	36,687.48
Transportation Fund:	134,306.60
Infrastructure Fund:	23,868.58
Enterprise Fund:	5,053.03 plus \$494,500 for the new well.
Cash Drawer:	150.00

## **COUNCIL DEPARTMENT & COMMITTEE REPORT**

**Finance – Councilman Cross** – Discussed the details of the plan being put forward by Pennoni for the fiber grant application.

**Public Works – Mayor Mack** – NONE

**Public Safety/Code Enforcement – Councilwoman Kobera** – NONE

**Office – LDR’s, Ordinances, Legal – Councilwoman Sikkema** – NONE

**Economic Development – Councilwoman Issartel** – Discussed the possibility of annexing the enclave on the lake into the town. The Clerk would investigate and report back to the Council.

## **STAFF REPORTS**

**Town Attorney – Heather Ramos** – ABSENT

**Police Department – Chief Hoagland** – Updated about the foreclosure property on the New York Avenue. He also read aloud a letter he received about the good conduct of reserve Officer Tisdell during a traffic stop.

**Town Clerk – Graham Wells** – NONE

**REVIEW**

- a. Items for Workshops and possible dates – NONE
- 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** – Councilwoman Sikkema brought up the issue of speeding on Georgia Avenue. Chief Hoagland responded.

**ADJOURNMENT**

There being no further business Mayor Mack adjourned the meeting at 9:35 pm.

Respectfully submitted,

  
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Mitchell Mack, Mayor

ATTEST:

  
\_\_\_\_\_  
Graham Wells, Town Clerk