

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



**REGULAR SESSION  
MONDAY AUGUST 8, 2022  
TOWN HALL**

Having been duly advertised as required by law, Vice-Mayor Cross called the Regular Session meeting to order at 6:31pm. Councilwoman Sikkema gave the invocation and led the Pledge of Allegiance.

**Members Present:**

Stephen Cross, Vice-Mayor (Chair)  
Gayle Sikkema  
Orita Issartel  
Zane Teeters

**Absent:**

Mitchell Mack, Mayor

**Staff Present:**

Wally Hoagland, Police Chief

**Absent:**

Graham Wells, Town Clerk

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

**CITIZENS QUESTIONS AND COMMENT**

Karen Smith brought up the collection of Yard waste.

**PROCLAMATION – DAUGHTERS OF THE AMERICAN REVOLUTION**

Vice-Mayor Cross read the proclamation proclaiming September 17 through 23, 2022 be Constitution Week.

**MOTION by Councilwoman Sikkema to accept the proclamation; SECONDED by Councilwoman Issartel**

**For: Cross, Sikkema, Teeters, Issartel**

**MOTION CARRIED 4-0**

**AGENDA REVIEW**

There were no changes to the agenda.

**PUBLIC HEARING**

**FINAL READING OF ORDINANCE 2022-19**

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF ASTATULA, FLORIDA, ADOPTING THE TOWN OF ASTATULA CROSS-CONNECTION CONTROL PROGRAM POLICY; PROVIDING AN EFFECTIVE DATE.**

The Town's water supply system is defined by Florida law as a community water system which is required to supply its customers with water that meets federal and state drinking water standards. It is responsible for the protection of its water distribution system from contamination or pollution due to backflow of contaminants or pollutants through water service connections.

Florida law requires that each community water system establish and implement a cross-connection control program utilizing backflow protection at or for service connections. The town must protect the community water system from contamination caused by cross-connections on customer's premises that may create an imminent and substantial danger to the health, safety and welfare of the residents of the Town of Astatula.

Motion by Councilwoman Sikkema to read by title only, seconded by Councilman Teeters and unanimously approved. Vice-Mayor Cross read the title and opened the floor for public comment, there being none asked for a motion to approve.

**MOTION by Councilwoman Sikkema to adopt Ordinance 2022-19; SECONDED by Councilwoman Issartel  
A Roll Call vote was taken.**

**Cross           YES  
Sikkema       YES  
Teeters        YES  
Issartel       YES**

**MOTION CARRIED 4-0**

**FINAL READING OF ORDINANCE 2022-20**

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF ASTATULA, FLORIDA, AMENDING SECTION 42-35 OF THE TOWN'S CODE OF ORDINANCES TO DECLARE THE TOWN AS A SPECIAL ASSESSMENT DISTRICT FOR THE PURPOSES OF UTILIZING THE TAX BILL TO COLLECT SOLID WASTE SPECIAL ASSESSMENTS AND TO PROVIDE FOR INTERIM ASSESSMENTS FOR PROPERTY FOR WHICH A CERTIFICATE OF OCCUPANCY IS ISSUED AFTER THE ADOPTION OF THE NON-AD-VALOREM ASSESSMENT ROLL; PROVIDING FOR SEVERABILITY, CODIFICATION AND AN EFFECTIVE DATE.**

The town provides the non-ad valorem assessment roll to the property appraiser in the middle of September each year for the solid waste assessment. This is the amount that the tax collector will assess every homeowner for the collection of solid waste from October of that year to September of the following year and will appear on the tax bill in November. (garbage is collected for the year in advance)

If a certificate of occupancy is issued after the tax roll is submitted and garbage service is provided, the homeowner will not be paying for that service until it appears on the tax bill the following year. Currently GFL eats that cost of providing service and with the small number of homes built annually in the town each year, it has not been much of an issue.

It is becoming more of an issue now as we have had twenty new homes built in this financial year after the tax roll was submitted. When the new subdivisions start to build out, we could have a lot more people getting free garbage service for up to twelve months. This is unfair for those that are paying for the service and unfair for GFL to be providing the service for no charge.

Motion by Councilwoman Sikkema to read by title only, seconded by Councilman Teeters and unanimously approved. Vice-Mayor Cross read the title and opened the floor for public comment and council comment, there being none asked for a motion to approve.

**MOTION by Councilwoman Sikkema to adopt Ordinance 2022-20; SECONDED by Councilwoman Issartel**

**A Roll Call vote was taken.**

**Cross YES**

**Sikkema YES**

**Teeters YES**

**Issartel YES**

**MOTION CARRIED 4-0**

## **NEW BUSINESS**

### **APPROVAL OF FINAL PLAT FOR COLINA DEL LAGO.**

The final plat has been reviewed by the Town Planner, Town Engineer, Town Surveyor and the Title Commitment and Maintenance Bond has been approved by the Town Attorney. All the requirements of the project are substantially complete, and the Mylar (Final Plat) will be signed by each professional, the Mayor, Town Clerk and Chairman of the Planning & Zoning Board before it is recorded at the County.

Planner Tim Green stated that this was the final Plat to create the lots in the subdivision and the gift from the developer of the road, rights-of-ways and infrastructure such as water lines. Only a surveyor can produce the plat and the town has hired its own surveyor to review the plat to ensure that it meets all the standards and regulations. The town engineer has reviewed the plat to ensure that the "as-built" follow the site development plans and the developer's agreement. He went on to explain the performance bond which is in force for two years.

Vice-Mayor Cross had only received one of the five pages of the plat and had major issues with the dedications. Mr. Stout, on behalf of the developer, stated that all of the fourteen items brought up by the towns surveyor had been dealt with and requested that it be approved pending any final minor items to be cleared. He stated that it was important that the subdivision move forward as it had already been several years to get to this point.

Councilwoman Issartel said that she didn't have any problems with approving it with the contingencies as they would have to resolve all the issues before the officials would sign the mylar. Councilwoman Sikkema had not seen the list of outstanding items and asked if they had been dealt with. She added that the developer had always done what they were asked or required to do and that carried a lot of weight with her. Councilman Teeter said that he was good to follow Mr. Cross's lead and approve it with the contingencies. Vice-Mayor Cross asked the public if they had any questions or comments.

Brenda Bryant made a general comment on the future development in Astatula. Karen Smith asked if there were any updates on the traffic on County Road 561. Mr. Cross responded. Being no further discussion, he requested a motion to approve.

**MOTION by Councilwoman Sikkema to approve the final plat for Colina Del Lago as long as it meets all the contingencies, and allow the Mayor to sign any paperwork; SECONDED by Councilwoman Issartel.**

**A Roll Call vote was taken.**

**Cross YES**

**Sikkema YES**

**Teeters YES**

**Issartel YES**

**MOTION CARRIED 4-0**

**RESOLUTION 2022-21 ADOPTING A HANDICAP ACCESSIBILITY SELF-EVALUATION PLAN, A TRANSITION PLAN FOR HANDICAP ACCESSIBILITY, AND A SECTION 504 GRIEVANCE PROCEDURE.**

**A RESOLUTION OF THE TOWN OF ASTATULA, FLORIDA PERTAINING TO HANDICAP ACCESSIBILITY REQUIREMENTS; ADOPTING A HANDICAP ACCESSIBILITY SELF EVALUATION PLAN, A TRANSITION PLAN FOR HANDICAP ACCESSIBILITY, AND A SECTION 504 GRIEVANCE PROCEDURE IN COMPLIANCE WITH SECTION 504 OF THE REHABILITATION ACT OF 1973; PROVIDING AN EFFECTIVE DATE.**

As part of the CDBG grant process, the Town is required to adopt a Transition Plan, Self-Evaluation Plan and Grievance Procedure which are laid out in the attached documents. This is specifically required for the CDGB-CV grant that the town was awarded for Fiber.

Once the resolution is approved, they will be brought together as one document with Exhibits A, B and C. The resolution has been reviewed by the town's attorney.

Motion by Councilman Teeters to read by title only, seconded by Councilwoman Issartel and unanimously approved. Vice-Mayor Cross read the title and opened the floor for public comment and council comment, there being none asked for a motion to approve.

**MOTION by Councilman Teeters to approve Resolution 2022-21; SECONDED by Councilwoman Sikkema.**

**A Roll Call vote was taken.**

**Cross YES**

**Sikkema YES**

**Teeters YES**

**Issartel YES**

**MOTION CARRIED 4-0**

**CONSIDERATION AND APPROVAL TO MOVE FUTURE REGULARLY SCHEDULED COUNCIL MEETINGS TO TUESDAYS AT 6:30 PM.**

It has been discussed in the past to move the regular council meetings from Monday to Tuesday, which better suits the majority of council members schedules and allows more time to review the materials for the agenda. It also overcomes the issue of most holidays falling on a Monday when town hall is closed and having to reschedule the meeting.

The applicable section of the rules of order adopted on February 14, 2022 is shown below. There is no requirement for this to be passed by resolution as the rules remain unchanged.

*In November of each year, the Town Council will set, by a majority vote, the Council meeting day and time for the next year. **The meeting date and time may also be changed, by majority vote of Council, at any other Council Meeting.***

Councilman Teeters asked why this was coming before the board again. Councilwoman Issartel said that Mondays were a crazy day for her, and Vice-Mayor Cross agreed and added that it gave an extra day to review the agenda packet. Planner Green was asked whether the change to Tuesday was okay for him, and he said that it was.

As this change would take affect from the next council meeting it was suggested that it be put on the website and on the sign. Karen Smith asked for the sign to be slowed down to make it easier to read when driving by.

**MOTION by Councilwoman Sikkema to approve the change of the regularly scheduled council meetings from the second Monday of the Month to the second Tuesday of the month; SECONDED by Councilwoman Issartel. A Roll Call vote was taken.**

**A Roll Call vote was taken.**

**Cross YES  
Sikkema YES  
Teeters YES  
Issartel YES**

**MOTION CARRIED 4-0**

**BUDGET AND FINANCE REPORT REVIEW**

In the Absence of the Clerk, no verbal report was given. Vice-Mayor Cross asked if anyone had questions about the written report and they did not.

The Bank balances on June 30, 2022 are shown below.

General Fund: 593,301.18  
Impact Fees: 52,859.75  
Transportation Fund: 70,163.79  
Infrastructure Fund: 33,241.40  
Enterprise Fund: 16,142.68  
Cash Drawer: 150.00

**STAFF REPORTS**

*Town Attorney – Heather Ramos* – ABSENT

*Police Department – Chief Hoagland* – NONE

*Town Clerk – Graham Wells* – ABSENT

*Public Works – Wally Hoagland* – Spoke about the replacement of stop signs and gave an update on code enforcement. He also updated council on the situation with the Ford Interceptor warranty issue. He congratulated Officer LaJeunesse on a successful traffic stop that resulted in arrests.

**COUNCIL DEPARTMENT & COMMITTEE LIAISON REPORT**

*Finance – Councilman Cross* – NONE

*Public Works – Mayor Mack* – ABSENT

*Public Safety/Code Enforcement – Councilwoman Sikkema* - NONE

*Office – LDR’s, Ordinances, Legal, Grants – Councilman Teeters* – NONE

*Economic Development – Councilwoman Issartel* – NONE

**REVIEW**

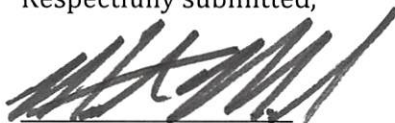
- a. Items for Workshops and possible dates – NONE
- b. Items put forward for the next Council meeting - NONE
- c. Review of items needing Special Meetings and possible dates – NONE

**COUNCIL MEMBER MISCELLANEOUS COMMENTS – NONE**

**ADJOURNMENT**

There being no further business the Mayor adjourned the meeting at 7:20pm.

Respectfully submitted,



Mitchell Mack, Mayor

ATTEST:



Graham Wells, Town Clerk

