

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



**REGULAR SESSION
TUESDAY JANUARY 10, 2023
TOWN HALL**

Having been duly advertised as required by law, Mayor Mack called the Regular Session meeting to order at 6:32pm. He gave the invocation and led the Pledge of Allegiance.

Members Present:

Mitchell Mack, Mayor
Stephen Cross, Vice-Mayor
Gayle Sikkema
Orita Issartel
Zane Teeters

Staff Present:

Graham Wells, Town Clerk
Suzi Waters, Office Admin
Wally Hoagland, Police Chief

Roll Call was performed, confirmation of the meeting notification was acknowledged, and it was determined that a quorum was present. The Mayor welcomed Planner Tim Green, Karen Smith and Theresa Labree from the Planning and Zoning Board, Mr. Elphric and Dawn Teeters.

CITIZENS QUESTIONS AND COMMENT

Mr. Banks Elphric – 9100 Sams Lake Road Clermont talked about his working farm and said that he was having an open house there on January 14th from 9:00 am.

AGENDA REVIEW

There were no changes.

MEETING MINUTES

Approval of Minutes for December 10, 2022 Regular Council Meeting.

MOTION by Vice-Mayor Cross to approve the minutes shown above; SECONDED by Councilman Teeters

For: Cross, Sikkema, Issartel, Teeters, Mack

MOTION CARRIED 5-0

STAFF REPORTS

Town Attorney – Heather Ramos – In her absence the Mayor stated that he and the Chief had been served notice for mediation in the case of the outstanding bill for the warranty issue on the 2018 Ford Explorer. The Mayor would not entertain discussion and requested availability for a shade meeting. It was agreed for January 17, 2023 at 9:00 am.

Police Department – Chief Hoagland – thanked Lt. Brown, Graham Wells and Suzi Waters for looking after things while he was away on vacation. He stated that there were 5,829 calls for service in 2022. He brought council up to speed on the pending foreclosure of the property behind town hall. The judge would make a decision by the 27th of January.

Mr. Teeters brought up the issue of the properties in the woods opposite his home and asked the chief to look into it. Karen Smith asked about bear sightings in the town and the Chief shared his advice on how to handle them. The Chief said that Ofc. Calhoun would be at the next meeting to give a report to council on the code enforcement issues.

Town Clerk – Graham Wells – advised that he would likely not be present at the next meeting. He added that the town had received the first seven building permit applications for Colina Del Lago with a further nine expected in the following week.

Public Works – Wally Hoagland – NONE.

PUBLIC HEARING

RESOLUTION 2022-32 VARIANCE APPLICATION – AK #1788293 AND 3809584

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF ASTATULA, FLORIDA; DOCUMENTING THE VARIANCE APPROVED BY THE TOWN COUNCIL FOR LAND LOCATED AT 25704 COUNTY ROAD 561 IN THE TOWN OF ASTATULA, LAKE COUNTY PROPERTY APPRAISER PARCEL NO.: 29-20-26-1300-00B-00007 & 29-20-26-0100-00B-00603; PROVIDING AN EFFECTIVE DATE.

Mr. Green outlined the reason behind the application. County Materials have demolished one of their buildings and have plans to build a new concrete pipe producing machine in its place. The new building exceeds the forty feet height restriction in the Code for Industrial Zoning by 1½ feet and therefore needs a variance to be approved. County materials have been granted a variance in the past for the height restriction for previous buildings that have been installed. The height of the new building cannot be lowered and still accommodate the pipe machine.

The Variance application was approved unanimously by the Planning and Zoning Board. Their motion on the variance was a maximum of five feet over the allowed height of the building. The Variance has been advertised in the Daily Commercial, notices have been mailed to surrounding properties and a notice posted outside the plan and on the towns bulletin board as required in the Land Development Regulations.

Councilman Teeters asked for an update on the waterline installation to County materials and whether the use of town water for their manufacturing and potable use was guaranteed. Clerk Wells responded on both questions. Vice-Mayor Cross made a motion; seconded by Councilwoman Sikkema to read the resolution title. The Mayor read the title and opened for any comment from the residents present.

Karen Smith requested that any exterior lights on the building be lowered to prevent glare for passing traffic. She also expressed her concern for the future water supply for the rest of the town if they were using so much. Mayor Mack said that in the short term it was not an issue but long term it would be and went on to describe what was going to be done in the future with the installation of tanks and pumps so that it would not become an issue.

Vice-Mayor Cross made a motion to amend the building height in the resolution from 1.5 to 2.1 feet to the peak of the building over the height allowed in the code as requested in the application. Councilman Teeters seconded the motion which was unanimously approved by roll call vote.

MOTION by Vice-Mayor Cross to approve Resolution 2022-32 as amended; SECONDED by Councilman Sikkema

A Roll Call vote was taken.

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

MOTION CARRIED 5-0

NEW BUSINESS

APPLICATION FOR MAJOR SITE PLAN REVIEW - NATIONWIDE LP AK #1788293 AND 3809584.

The building that houses the machine will not have the same footprint as the demolished building and therefor requires a major site plan amendment to be approved by council. Tim went over the requirements and the additional information that had been added by their engineer following the first review. All requirements have been completed and staff and Planning and zoning recommend approval.

MOTION by Councilman Teeters to approve the Major Site Plan application for Nationwide LP - AK #1788293 AND 3809584; SECONDED by Councilwoman Issartel

A Roll Call vote was taken.

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

MOTION CARRIED 5-0

DISCUSSION AND APPROVAL OF OPTIONS AND COST FOR REPAVING OF THE TOWN HALL PARKING LOT.

This item was discussed at last month's council meeting. A new layout proposal was requested to be brought to council where the entranceway would not be moved closer to CR561 for safety reasons.

Green Consulting Group have devised a plan where the entrance would not be moved, the existing sidewalk would be extended out to Florida Avenue for ADA compliance and include a four-foot buffer in which to plant shrubs along CR561. The initial plan was to pave up to the disabled parking space creating fifteen striped lots at a cost of \$48,500 without the sidewalk. A trade-off on the new design will be that the parking space length will have to be reduced from twenty to eighteen feet to accommodate the buffer. Code requires twenty feet so council would be required to grant themselves a waiver.

The additional cost to pave the remaining part of the parking lot in the plan (nine spaces) is \$20,000. Council considered doing the whole plan at once which will save a considerable sum (on mobilization and increasing costs of materials) at a later date. Vice-Mayor Cross recommended that staff get bids for both the paving of the parking lot and the sidewalk.

MOTION by Vice-Mayor Cross to grant a waiver for the reduction the sizes of the parking spaces; SECONDED by Councilman Teeters

For: Cross, Sikkema, Issartel, Teeters, Mack

MOTION CARRIED 5-0

MOTION by Vice-Mayor Cross to get bids to pave the whole parking lot as shown in Plan D; SECONDED by Councilwoman Sikkema

For: Cross, Sikkema, Issartel, Teeters, Mack

MOTION CARRIED 5-0

MOTION by Vice-Mayor Cross to get bids for the sidewalk extension; SECONDED by Councilwoman Issartel.

For: Cross, Sikkema, Issartel, Teeters, Mack

MOTION CARRIED 5-0

DISCUSSION ON CHANGES TO THE LAND DEVELOPMENT REGULATIONS FOR ACCESSORY STRUCTURES.

The Mayor said that it has come up in previous discussions that the current way of calculating the maximum size of accessory structures such as sheds, standalone car ports and workshops is not equitable and disadvantages lots with smaller homes. The current method is based on 80% of the heated and cooled area of the principal residence, irrespective of the size of the lot.

For discussion purposes, the amended size of the total of all accessory structures was proposed to be 8% of the lot size with a cap in R1 of 2,400 square feet and R2 of 1,200 square feet. The maximum sizes of total accessory structures were discussed from the examples provided by staff with winners and losers. All accessory structures would still be subject to the setback requirements and lot coverage.

Following extensive discussion, it was decided to check what was in the land development codes of other towns and cities and bring back at a future meeting.

BUDGET AND FINANCE REPORT REVIEW

The Clerk gave an overview of the town's financial position as of the end of November 2022. He highlighted the commercial impact fees and high building permits and impact fee administration fees from the new building at County Materials. He went over the General Fund expenditures which are in line with the budget for all departments and the bank accounts.

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

General Fund:	381,104.53
Impact Fees:	61,400.09
Transportation Fund:	56,837.90
Infrastructure Fund:	48,806.30
Enterprise Fund:	6,156.01
Cash Drawer:	150.00

He announced that since moving the APRA fund account to interest bearing, the 2% rate yielded \$1,763 in December. He added that \$700,000.00 had been moved from the General Fund to increase the level of interest received.

He went over the revenues and expenses for the Transportation, Infrastructure and Enterprise funds. He added that there would be a budget amendment for the body cameras which council approved in the coming months. He gave an update on the progress of connections to the water system for both residential and industrial.

COUNCIL DEPARTMENT & COMMITTEE LIAISON REPORT

Councilman Cross (Finance) NONE

Mayor Mack (Public Works) talked about the appropriations wish list newly elected member of the Florida House of Representatives, Taylor Yarkosky had asked for. The direction given to the Mayor was for a library complex in conjunction with a new town hall and a public safety building.

Councilwoman Sikkema (Public Safety/Code Enforcement) - NONE

Councilman Teeters (LDR's, Ordinances, Legal, Grants) - asked for an update on the issues with the deteriorating road at the gas station. Vice-Mayor Cross said that he believed that it was not a code enforcement issue but rather a town infrastructure issue on Georgia Avenue.

Councilwoman Issartel (Economic Development) - NONE

REVIEW

Items for Workshops and possible dates - NONE

Items for Next Regular Council meeting - NONE

Items for Special Meetings and possible dates - NONE

COUNCIL MEMBER MISCELLANEOUS COMMENTS

ADJOURNMENT

There being no further business the Mayor adjourned the meeting at 8.13 pm.

Respectfully submitted,



Mitchell Mack, Mayor

ATTEST:



Graham Wells, Town Clerk

