

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



**REGULAR SESSION
TUESDAY AUGUST 8, 2023
TOWN HALL**

Having been duly advertised as required by law, Mayor Mack called the Regular Session meeting to order at 6:31pm. He gave the invocation and led the 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
Wally Hoagland, Police Chief

Roll Call was performed, confirmation of the meeting notification was acknowledged, and it was determined that a quorum was present.

CITIZENS QUESTIONS AND COMMENT

Mr. Banks Helphric 9100 Sams Lake Road Clermont, who is running for State House District 25 gave a short talk on purpose and promoted his farm, orchard, vineyard and vegetable garden at Sams Lake Road in Clermont which is open the second Saturday of each month.

David Quiros 25928 Dogwood Lane complemented the council after attending the budget workshop on their good stewardship of the towns treasure and the effort put into the many community events.

AGENDA REVIEW

There were no changes to the agenda.

MEETING MINUTES

Approval of Minutes for July 11, 2023 Regular Council Meeting.

MOTION by Councilman Teeters to approve the minutes shown above; SECONDED by Councilwoman Issartel

For: Sikkema, Issartel, Teeters, Cross, Mack

MOTION CARRIED 5-0

STAFF REPORTS

Town Attorney – Heather Ramos – Absent

Police Department – Chief Hoagland – recognized Cpl. Johnny Calhoun who while off duty gave assistance to a trailer fire. He ensured that there were no people in the home and used a garden hose to douse the flames until the fire department arrived. He was presented with a certificate of bravery and an honor citation for his meritorious service.

Chief Hoagland gave kudos to Officer Jackie LaJeunesse for her effort in collecting and giving away over 200 backpacks in the backpack giveaway held at the community center. He also gave advanced warning of the Mothers Against Drink Driving (MADD) walk to raise funds for the charity on September 16th at 8:00 am.

Town Clerk & Finance Officer – Graham Wells – NONE

BUDGET AND FINANCE REPORT REVIEW

The Clerk gave his report on the financial health of the town for all funds. The full report is available on the town’s website.

The Bank balances on June 30, 2023 are shown below.

General Fund:	758,317.58
Impact Fees:	128,760.43
Transportation Fund:	69,482.58
Infrastructure Fund:	80,285.72
Enterprise Fund:	17,517.10
Cash Drawer:	150.00

PUBLIC HEARING

ORDINANCE 2023-10 - ANNEXATION OF THE PROPERTY OF 166.18 ACRES LOCATED GENERALLY NORTH OF DELAWARE AVENUE, NORTH OF CITRUS FARMS DRIVE, EAST OF CR 561, SOUTHEAST OF PALM DRIVE AND CR 561, AND WEST OF FAIR STREET IN ASTATULA, FLORIDA.

AN ORDINANCE OF THE TOWN OF ASTATULA, FLORIDA, AMENDING THE BOUNDARIES OF THE TOWN OF ASTATULA IN ACCORDANCE WITH THE PROCEDURE SET FORTH IN SECTION 171.044, FLORIDA STATUTES FOR PROPERTY LOCATED GENERALLY NORTH OF DELAWARE AVENUE, NORTH OF CITRUS FARMS DRIVE, EAST OF CR 561, SOUTHEAST OF PALM DRIVE AND CR 561, AND WEST OF FAIR STREET IN ASTATULA, FLORIDA, IN ADDITION TO ADJACENT UNDEVELOPED RIGHT-OF-WAY CONTAINING APPROXIMATELY 166.18 ACRES, AND MORE PARTICULARLY DESCRIBED BELOW; FINDING CONFORMITY WITH STATE STATUTES AND THE COMPREHENSIVE PLAN OF THE TOWN OF ASTATULA, FLORIDA; PROVIDING FOR CONFLICT; PROVIDING A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

The Mayor stated that there were three parts to the process of annexing, amending the comprehensive plan and rezoning of the nine parcels requested by County materials. He said that Planner Tim Green was not able to attend due to medical issues but that his staff reports should have all the information necessary for the council to make a decision.

As this was a public hearing, he opened the floor for any citizen questions or comments. There being none he closed public comment and asked the board for comment. He added that this was a two-step process where the large-scale comprehensive plan amendment would if approved be transmitted to the state and come back for a further public hearing and adoption at a later date.

Councilwoman Sikkema made a motion to read ordinance 2023-10 by title only; seconded by Councilwoman Issartel and unanimously approved. The Mayor read the title and requested a motion to approve.

Motion by Councilman Teeters to approve Ordinance 2023-10 for the annexation of the property of 166.18 acres and send to second reading; SECONDED by Councilwoman Issartel

A roll call vote was taken.

Cross YES

Sikkema YES

Issartel YES

Teeters YES

Mack YES

MOTION CARRIED 5-0

At this point the meeting was adjourned at 6:54 pm to convene the Local Planning Agency meeting to discuss and recommend the approval of Ordinance 2023-11. Following the Local Planning Agency Meeting, the regular council meeting was reconvened at 6:56 pm.

ORDINANCE 2023-11 - COMPREHENSIVE PLAN AMENDING THE FUTURE LAND USE MAP OF THE TOWN OF ASTATULA, FLORIDA.

AN ORDINANCE OF THE TOWN OF ASTATULA, FLORIDA, AMENDING THE COMPREHENSIVE PLAN FUTURE LAND USE MAP OF THE TOWN OF ASTATULA, FLORIDA, BY CHANGING THE FUTURE LAND USE CLASSIFICATION FOR THE PROPERTY LOCATED GENERALLY NORTH OF DELAWARE AVENUE, NORTH OF CITRUS FARMS DRIVE, EAST OF CR 561, SOUTHEAST OF PALM DRIVE AND CR 561, AND WEST OF FAIR STREET IN ASTATULA, FLORIDA, CONTAINING APPROXIMATELY 155.59 ACRES, AND MORE PARTICULARLY DESCRIBED BELOW FROM LAKE COUNTY INDUSTRIAL AND LAKE COUNTY RURAL TRANSITION TO TOWN OF ASTATULA INDUSTRIAL; FINDING CONFORMITY WITH STATE STATUTES AND THE COMPREHENSIVE PLAN OF THE TOWN OF ASTATULA, FLORIDA; PROVIDING FOR CONFLICT; PROVIDING A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

The Mayor stated that the recommendation of the Local Planning Agency was to approve Ordinance 2023-11 comprehensive plan amendment and transmit it to the state for their review.

Councilwoman Sikkema made a motion to read ordinance 2023-11 amending the future land use map of the Town of Astatula, Florida by title only; seconded by Councilman Teeters and unanimously approved. The Mayor read the title and opened the floor for any public comment. There being none, he requested a combined motion to transmit Ordinance 2023-11 to the state for their review and to final reading for adoption at a later date.

MOTION by Councilman Teeters to approve Ordinance 2023-11 amending the future land use map of The Town of Astatula, Florida, to transmit to the state and to final reading for adoption; SECONDED by Councilwoman Sikkema.

A roll call vote was taken.

Cross YES

Sikkema YES

Issartel YES

Teeters YES

Mack YES

MOTION CARRIED 5-0

ORDINANCE 2023-12 - REZONING OF THE PROPERTY APPROXIMATELY 155.59 ACRES AND IS ZONED LAKE COUNTY AGRICULTURE AND PLANNED INDUSTRIAL DISTRICT.

AN ORDINANCE OF THE TOWN OF ASTATULA, FLORIDA, AMENDING THE OFFICIAL ZONING MAP OF THE TOWN OF ASTATULA, FLORIDA, BY AMENDING THE EXISTING LAKE COUNTY AGRICULTURE AND PLANNED INDUSTRIAL DISTRICT ZONING TO THE TOWN OF ASTATULA HEAVY INDUSTRIAL (I-2). THE PROPERTY IS LOCATED GENERALLY NORTH OF DELAWARE AVENUE, NORTH OF CITRUS FARMS DRIVE, EAST OF CR 561, SOUTHEAST OF PALM DRIVE AND CR 561, AND WEST OF FAIR STREET IN ASTATULA, FLORIDA, AND CONTAINS APPROXIMATELY 155.59 ACRES, AND MORE PARTICULARLY DESCRIBED BELOW; FINDING CONFORMITY WITH STATE STATUTES AND THE COMPREHENSIVE PLAN OF THE TOWN OF ASTATULA, FLORIDA; PROVIDING FOR CONFLICT; PROVIDING A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Councilwoman Sikkema made a motion to read ordinance 2023-12 by title only; seconded by Councilwoman Issartel and unanimously approved. The Mayor read the title and opened the floor for any public comment. There being none he closed public comment and asked the board for their comments and a motion.

MOTION by Councilwoman Sikkema to approve Ordinance 2023-12 and send it for final reading and adoption; SECONDED by Councilwoman Issartel.

A roll call vote was taken.

Cross YES

Sikkema YES

Issartel YES

Teeters YES

Mack YES

MOTION CARRIED 5-0

NEW BUSINESS

FIRST READING OF ORDINANCE 2023-15 ADOPTING THE TOWN'S WATER RATES, FEES AND CHARGES.

Mayor Mack stated that an independent water rate study has been conducted by the Florida Rural Water Association (FRWA). The Water Rate Study has determined that the rates must be modified each year to ensure that the Town can reach its goals of collecting sufficient revenue to prudently operate its water system and more fairly allocate and distribute the costs of the water system among all customers and classes of customers.

The Mayor added that this study was also required if grants and financial assistance are applied for to upgrade or expand the water system in the future.

He expanded that this was a rate increase to be implemented over the next five years up to FY 2027-28. Councilman Teeters asked how the original rate was calculated; the mayor responded that it was done in conjunction with David Hannah from the FRWA and comparing the rates charged by other similar sized municipalities. It was a “shot in the dark” best estimate as we had no historical expense data to work with.

The Clerk said that the rate had been in force since 2020 which was approved by council by Resolution. This ordinance officially adopts the rate study and the new rates. There being no other comments, the Mayor asked for a motion to read by title only. Councilwoman Issartel made the motion to read Ordinance 2023-15 by title only; seconded by Councilwoman Sikkema.

MOTION by Councilwoman Sikkema to approve Ordinance 2023-15 and send it for second reading; SECONDED by Councilwoman Issartel.

A roll call vote was taken.

Cross	YES
Sikkema	YES
Issartel	YES
Teeters	YES
Mack	YES

MOTION CARRIED 5-0

CONSIDERATION AND APPROVAL TO WAIVE THE TOWN'S PORTION OF FEES FOR MACK CONCRETE ASSOCIATED WITH THE APPLICATION TO ANNEX PARCELS INTO THE TOWN.

Mack Concrete had made an application to annex the three parcels that are currently in unincorporated Lake County. In order to encourage the benefits of economic growth and further the expansion of these sites within the town, a waiver of the town's portion of the fees is requested. The planner fees will still be required to be paid. The benefit to the town in ad valorem taxes amounts to around \$12,500 annually.

Councilman Teeters asked if all the parcels not currently in the town were being annexed; the Clerk responded that he had applications for them all. With that Mr. Teeters made his motion.

MOTION by Councilman Teeters for consideration and approval to waive the town's portion of fees for Mack Concrete associated with the application to annex parcels into the town; SECONDED by Councilwoman Issartel.

A roll call vote was taken.

Cross	YES
Sikkema	YES
Issartel	YES
Teeters	YES
Mack	YES

MOTION CARRIED 5-0

DISCUSSION AND APPROVAL ON THE ROAD IMPROVEMENTS ON GEORGIA AVENUE.

The Chief stated that we had three bids for this project and went over the details of each.

The Mayor suggested that we did not take the low bid as it is regarded as too low to be able to complete the work satisfactorily. Vice-Mayor Cross said that in the future the sidewalk should be extended to where the kids are picked up for school. He went on to make a motion.

MOTION by Vice-Mayor Cross to recommend taking the bid from Brotherhood Block and Concrete for \$15,250.00; SECONDED by Councilman Teeters.

A roll call vote was taken.

Cross YES

Sikkema YES

Issartel YES

Teeters YES

Mack YES

MOTION CARRIED 5-0

CONSIDERATION AND APPROVAL OF BIDS TO SEAL THE FRONT OF THE COMMUNITY CENTER.

There was some discussion about what responsibility the architect or the builder should assume for the sealing of the building. Councilman Teeters said that he would approve up to the value of the only bid (\$3,500) received but with the stipulation that the town is given at least a twelve-month warranty. Following extensive discussion, the Mayor asked for a motion.

MOTION by Councilman Teeters that we approve the bid for the caulking of the community center if the vendor gives a warranty; SECONDED by Councilwoman Issartel.

A roll call vote was taken.

Cross YES

Sikkema YES

Issartel YES

Teeters YES

Mack YES

MOTION CARRIED 5-0

COUNCIL DEPARTMENT & COMMITTEE LIAISON REPORT

Councilman Cross (Finance) - NONE

Mayor Mack (Public Works) - said that the generator would be completed on Thursday.

Councilwoman Sikkema (Public Safety/Code Enforcement) - NONE

Councilman Teeters (LDR's, Ordinances, Legal, Grants) - NONE

Councilwoman Issartel (Economic Development) - NONE

REVIEW

Items for Workshops and possible dates – Third budget workshop set for July 21st at 5:30 pm.

Items for Next Regular Council meeting – NONE

Items for Special Meetings and possible dates - NONE

COUNCIL MEMBER MISCELLANEOUS COMMENTS

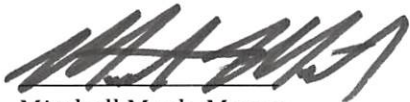
The Clerk said that planner Tim Green is very ill and will not likely be back to work in the near future. This leaves a void for the transmittal of the comprehensive plan amendment to the state for County Materials and also the processing of the new application to annex property for Mack Concrete. The Mayor requested that the town use the services of Land Planning Group on an ad hoc basis for what we need until Tim returns. If he doesn't, then a RFQ would be advertised for a new planner.

As this was not an agenda item, a unanimous straw poll was taken to approve the clerk to negotiate with LPG for their services which would be ratified at the next council meeting.

ADJOURNMENT


There being no further business, the Mayor adjourned the meeting at 7.40 pm.

Respectfully submitted,



Mitchell Mack, Mayor

ATTEST:



Graham Wells, Town Clerk