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Having been duly advertised as required by law, Mayor Teeters called this Regular Council Meeting to order at 6:32pm. Pastor Matt Lovely gave the invocation, and Mayor Teeters led the Pledge of Allegiance. Mayor recognized past & present P&Z members present. Roger Mellen, Karen Smith, Brad Minger, and Bruce Hanawalt.

**Town Council Members Present**

Zane Teeters, Jr. – Mayor  
Marjorie Boyd – Vice-Mayor  
Jeanne Quiros  
Kay MacQueen  
Cheryl Marinelli

**Town Staff Present**

Jennifer Tucker, Town Clerk  
Wally Hoagland, Police Chief  
David Langley, Attorney  
*Tom Harowski, Interim Town Planner absent*

**CITIZEN'S QUESTIONS AND COMMENTS**

***Farmer Helfrich Banks*** – Shared summer crop tips (black-eyed peas, watermelon, okra, peanuts, sweet potatoes, and luffa). Reflected on America’s 249th birthday, emphasizing the nation as a melting pot of immigrants and urging respect for all.

***Susan Richert*** – Raised concerns about backlog of meeting minutes; questioned why the previous mayor was not arrested for alleged embezzlement; supported name tags and business cards for Council; requested monthly financial reports in simplified format.

***Miriam Gomes*** – Thanked Council for allowing the senior group “The Gathering” to use the Community Center; invited Council to attend meetings on the first Tuesday monthly.

***Julia D’Arts*** – Shared domestic violence statistics; emphasized community responsibility to address the issue.

***Mike Hopper*** – Opposed tax increases; reported deterioration of Tennessee Avenue roadway and overgrowth obstructing sidewalks; discussed safety concerns for pedestrians; offered contact for mowing services.

**AGENDA REVIEW**

[Motion to table consent agenda item by Mayor Teeters, seconded by councilor MacQueen.](#)

**Motion approved unanimously by roll call vote.**

**CONSENT AGENDA**

1. Plant Technician’s Annual Renewal Contract  
[Tabled to August Meeting](#)

**APPROVAL OF MINUTES**

Aug. 13, 2024 Regular Council Mtg.  
Sept. 10, 2024 Regular Council Mtg.  
Sept. 23, 2024 Special Council Mtg.  
Sept. 25, 2024 Emergency Special Council Mtg.  
Oct. 7, 2024 Emergency Special Council Mtg.  
Oct. 8, 2024 Regular Council Mtg.

Nov. 12, 2024 Regular Council Mtg.  
Nov. 25, 2024 Special Council Mtg.  
Dec. 4, 2024 Special Council Mtg.  
Dec. 10, 2024 Regular Council Mtg.  
Jan. 14, 2025 Regular Council Mtg.  
Jan. 23, 2025 Special Council Mtg.

Extended discussion regarding the backlog of minutes. Several council members expressed discomfort approving action minutes for meetings they were not on the board for; Attorney Langley expressed urgency due to State Attorney's Office inquiry.

[Motion to table past minutes and direct clerk to obtain quotes for transcription made by Councilor MacQueen, seconded by Councilor Marinelli.](#)

**Motion approved 4:1 by roll call vote.**

**Yea:** Teeters, Boyd, MacQueen, Marinelli

**Nay:** Quiros

Jun. 10, 2025 Regular Council Mtg.

Jun. 24, 2025 Special Council Mtg.

[Motion to approve June minutes by Vice Mayor Boyd, seconded by Mayor Teeters.](#)

**Motion approved unanimously by voice vote.**

### **STAFF REPORTS**

#### ***Police Department – Chief Hoagland***

**Law Enforcement:** Participating in multi-state “Operation Slowdown” July 14–19; school zone camera installation planning underway; organizing backpack giveaway with food, games, and dunk tank fundraiser for APD Charity on August 2<sup>nd</sup> 10a-1p.

**Code Enforcement:** Closing old cases; may require Special Magistrate session in August; addressing properties with hurricane damage.

#### ***Public Works – Interim Director Chief Hoagland***

Mowing season; down two positions but actively recruiting; addressing safety inspection recommendations and new playground equipment for the park.

#### ***Town Clerk – Jennifer Tucker***

New hires adapting well; Clerk to attend training next week; finance report emailed to Council; invited questions in preparation for budget workshops.

#### ***Town Attorney – David Langley***

Nothing to report at this time.

### **NEW BUSINESS**

#### ***Consideration and approval of Resolution 2025-10 adopting the Maximum Millage Rate for FY2025-2026***

Discussion of statutory requirements for setting maximum millage for TRIM notices. Clarified this is not the final rate; final adoption occurs during budget hearings. The council reviewed last year's rates and rollback rate process.

[Motion by Councilor Quiros to table for further information, seconded by Mayor Teeters.](#)

**Motion approved unanimously by voice vote.**

**Consideration and approval to accept the 5% increase in the cost for the collection and disposal of solid waste for FY2025-2026.**

Request from GFL for 4.58% increase. The council discussed poor service concerns.

Motion to deny the request for 4.58% increase made by Mayor Teeters, seconded by Vice-Mayor Boyd.  
**Motion to deny request for increase approved unanimously by roll call vote.**

- *8:13pm Mayor called for a 5-minute recess.*
- *8:19pm Mayor reconvened the meeting.*

**Consideration and approval of appointing Angie Hamblin to the Planning & Zoning Board**

Ms. Hamblin shared she has been an Astatula resident for a little over a year but has lived in Lake County for about 24 years. She volunteers at events and has an interest in helping.

Motion to appoint Angela Hamblin to vacant P&Z board seat made by Mayor Teeters, seconded by Councilor MacQueen.  
**Motion approved unanimously by voice vote.**

**Review and approval of Surplus Property Policy**

Attorney Langley explained the purpose of the policy is to allow department heads to appropriately dispose of surplus property valued under \$5,000 and the proper procedures to follow.

Motion to approve policy made by Vice-Mayor Boyd, seconded by Councilor Quiros.  
**Motion approved unanimously by roll call vote.**

**Discussion and approval of disposal of surplus property through an auction**

Chief Hoagland informed the council that the PD has two patrol vehicles with equipment to dispose of and would like to sell them at an auction where other municipalities/police departments could purchase as is.

Motion to use auction to dispose of surplus property made by Councilor Quiros, seconded by Councilor MacQueen.  
**Motion approved unanimously by roll call vote.**

**Discussion and election of Director and Alternate for the Heartland League of Cities**

- *8:30pm to extend the meeting made by Mayor Teeters, seconded by Councilor MacQueen.*
- Motion approved unanimously by voice vote.**

The council would like additional information to understand the purpose of this league prior to voting.

Motion to table to August meeting to request more info and requirements made by Mayor Teeters, seconded by Vice Mayor Boyd  
**Motion approved unanimously by voice vote.**

**Discussion and approval of community involvement and unification activities as proposed by Julia D'Arts**

Julia thanked everyone in attendance. Shared the acronym STIGMA and its meaning: Self-image and stereotypes, Traditional Roles in culture, Ineffective Communication, Guilt & Grief, Medical Issues, Anger and Abuse. She encouraged those present to be the one person to make a  
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difference and help someone else out of abuse. We need unity in our community. She offered her services to help our community through creating and orchestrating programs to promote community involvement and unity. Councilor MacQueen happily offered to meet and assist Julia in her efforts.

**Discussion on updating the town letterhead**

Councilor MacQueen reported that as of July 1, state law (House Bill 549) requires all official materials to replace “Gulf of Mexico” with “Gulf of America,” including Town letterhead and media communications. She noted the Town was out of compliance. Discussion followed on where the wording appears, whether immediate action was required, and related geographic references.

Motion to direct town attorney to draft ordinance to update the town motto and letterhead to exchange the word Mexico to America made by Mayor Teeters, seconded by Vice Mayor Boyd.

**Motion approved unanimously by voice vote.**

**Clerk Jennifer Tucker and Chief Hoagland-status updates of training and workloads of the new hires**

The Town Clerk provided an update during her staff report. Chief Hoagland reported both departments are running well with two vacancies remaining and a new officer in training. All police staff have completed physicals and drug screens, with plans to move to a uniform provider for testing. Department evaluations are current except for new Public Works staff.

**Council discussion regarding Councilwoman MacQueen’s recent request for business cards and name tags for Council members**

The council discussed Councilor McQueen’s request for business cards and name tags, with debate over whether such items were budgeted. Vice-Mayor Boyd clarified she only sought cost and budget confirmation, not to oppose the purchase. The clerk explained the order process was already underway.

**Discussion and approval to officially re-adopt the 2008 version of the Town of Astatula Personnel Rules and Regulations Manual**

Attorney Langley and staff reviewed the history of the Town’s Personnel Rules and Regulations Manual, noting missing signed resolutions, absent exhibits, and uncertainty over whether the 2008, 2010, or 2012 versions were formally adopted. The 2008 manual is the last version clearly adopted in full, with later amendments but no complete replacement. Key differences involve paragraph 1.3 providing the mayor with more individual authority as opposed to the council. Discussion on legal clarity, potential liability, and ensuring a consistent base document before a new manual is finalized.

Motion to adopt paragraph 1.3 of the 2008 Rules and Regulation Manual known as the Policy and Procedure manual and all amendments since that time (excluding the missing 2010 exhibit A amendment) made by Mayor Teeters, seconded by Councilor Marinelli.

**Motion approved 3:2 by voice vote.**

**Yea:** Teeters, MacQueen, Marinelli

**Nay:** Boyd, Quiros

**Discussion and Possible Action to Establish New Council Liaison Positions**

Council discussed creating new liaison positions, with the first proposal to add “Utilities” to the existing Public Works and Streets liaison duties. The mayor cited the growing complexity of utility systems and upcoming wastewater plant responsibilities, while others raised concerns about maintaining proper staff chains of command.

Motion to include utilities in the liaison position of Public Works/Streets made by Mayor Teeters, seconded by Councilor MacQueen.

**Motion approved unanimously by voice vote.**

Discussion continued with creating a new liaison role to improve engagement with residents, organizations, and schools.

Motion to create a new Community Outreach & Education liaison position made by Mayor Teeters, seconded by Vice Mayor Boyd.

**Motion approved unanimously by voice vote.**

Motion to appoint Councilor MacQueen as the Community Outreach & Education liaison made by Mayor Teeters, seconded by Vice Mayor Boyd.

**Motion approved unanimously by voice vote.**

Lastly, council discussed creating a clerk's office and administration liaison, to be combined with the legal and ordinance liaison role, to improve communication, oversight, and support for administrative functions.

Motion to create a Clerk's Office & Administration liaison position made by Mayor Teeters, seconded by Councilor MacQueen.

**Motion approved unanimously by voice vote.**

Motion to appoint Councilor Marinelli as Clerk's Office & Administration liaison made by Mayor Teeters, no second.

**Motion approved unanimously by voice vote.**

**Discussion and Possible Action Regarding:**

*Project Name:* Town of Astatula Community Development Block Grant – Neighborhood Revitalization (CDBG-NR)

*Project Number:* 23DB-N31

*Project Description:* Town Water Plant Improvements for Fire Protection

The council reviewed the final stages of the \$700,000 CDBG water plant improvement project, requiring a \$55,592 Town match. The mayor proposed using ARPA funds, explaining the project's benefits, including a new 250,000-gallon tank to improve fire protection, reduce boil water notices, and address low pressure and sulfur issues.

Motion to approve spending \$55, 592.00 to match for water improvements made by Councilor Quiros, seconded by Councilor MacQueen.

**Motion approved unanimously by roll call vote.**

**Discussion and Possible Action – Immediate Housekeeping and Updates to Official Town Media and Communications**

The mayor discussed updates to the Town's official media and communications, noting most issues were corrected by the Clerk, with remaining items addressed as they arise.

No Action Necessary

**Discussion and action on debt owed by former mayor.**

The council discussed the unpaid debt owed by the former mayor. After prior repayment requests were ignored, members debated whether the matter was civil or criminal.

Motion to direct Chief Hoagland to inquire if this warrants criminal charges made by Mayor Teeters, seconded by Councilor MacQueen.

**Motion approved unanimously by voice vote.**

### **COUNCIL DEPARTMENT LIAISON & COMMITTEE REPORTS**

#### **Public Works / Streets – Mayor Zane Teeters, Jr.**

Acknowledged Public Works doing well; Andy has taken control of the department and is managing solo during Larry's pre-arranged vacation.

#### **Finance / Grants – Vice Mayor Marjorie Boyd**

Reported numerous resident complaints about frequent power outages, even during mild weather. Suggested aging infrastructure may be the cause; noted new housing has updated lines. The mayor has requested a meeting with SECO engineers to address concerns.

#### **Public Safety / Code Enforcement – Councilor Jeanne Quiros**

Nothing to report.

#### **Legal / Ordinances / Economic Development– Councilor Cheryl Marinelli**

Nothing to report.

#### **Land Development Regulations – Councilor Kay MacQueen**

She and the Mayor were featured on several news channels regarding the moratorium. Noted that Astatula is being viewed as a model example for other small towns.

### **REVIEW**

#### **Items for Workshops and possible dates**

*Budget Workshop – Tuesday, July 22, 2025 @ 6:30pm*

#### **Items for the next Regular Council Meeting**

Tabled items

#### **Items for a Special Meeting and possible dates.**

Max Millage Rate – Tuesday, July 22, 2025 @ 6:00pm

### **COUNCIL MEMBER MISCELLANEOUS COMMENTS**

The mayor thanked the council and staff for their dedication, acknowledging the late hour and emphasizing that despite occasional misunderstandings, everyone shares the goal of improving the Town.

Right before adjournment, Councilor Kay MacQueen requested scheduling a special meeting to address concerns about the Town Clerk position, including potential personnel changes and a review of the clerk's responsibilities and duties. Attorney Langley requested specifics for the meeting for compliance with the Town's Rules of Order, which require that special meeting notices specify the date, time, place, and the business to be transacted. During this exchange, the Town Clerk informed the council that she would be unable to attend the meeting because she would be in Miami for training on that date. Despite this, Councilor MacQueen continued to request that the meeting be scheduled.

Motion to have a special meeting to discuss the Town Clerk's position on Wednesday, July 16<sup>th</sup> at 6:30pm made by Councilor MacQueen, seconded by Mayor Teeters.

**Motion passed by 3:2 voice vote.**

**Yea:** Teeters, MacQueen, Marinelli

**Nay:** Quiros, Boyd

**ADJOURNMENT** 10:38 pm

Respectfully submitted,

\_\_\_\_\_  
Zane Teeters, Mayor

ATTEST:

\_\_\_\_\_  
Jennifer Tucker, Town Clerk

Minutes approved by \_\_\_\_\_ voice vote on \_\_\_\_\_.