



Town Council Members Present

Zane Teeters, Jr. – Mayor
Cheryl Marinelli – Vice-Mayor
Kay MacQueen – Councilwoman
Susan Richert - Councilwoman
Kim Hanawalt – Councilwoman

Town Staff Present

Charles Jacien, Town Clerk
Wally Hoagland, Police Chief
David Langley, Attorney
Andy Stamper – Public Works Supervisor

1. Call to Order

Mayor Teeters called the Regular Town Council Meeting of the Town of Astatula to order at **6:30 p.m.**

Pastor Josh from the Christian Church delivered the invocation, followed by the Pledge of Allegiance.

2. Roll Call

The Town Clerk called roll.

Present:

- Council Member Marinelli
- Council Member MacQueen
- Council Member Richert
- Council Member Hanawalt
- Mayor Teeters

The Clerk confirmed that proper meeting notice had been given.

3. Public Comment

Mayor Teeters opened the floor for public comment and reminded speakers that items not on the agenda could not be acted upon at this meeting.

Farmer Banks Helfrich

Farmer Banks Helfrich, Clay Road District/South Lake County, provided a “farm tip of the day” regarding growing mulberry trees from twigs and harvesting mulberries by shaking the tree over a blanket.

He then spoke about civic responsibility, stating that people often blame elected officials at every level of government

for national, state, county, and local problems. He said citizens must choose between blaming others or taking responsibility for their country and community. He identified himself as an advocate for South Lake County and a candidate for State House District 25.

Miriam Gomes

Miriam Gomes, New York Avenue, spoke about the senior citizens group known as **The Gathering**. She reported positive feedback from attendees, noted that a card group has formed, and said the group is working on a **Patriot Project** to send items to military personnel. She announced that the next Gathering would be held on **May 5 from 1:00 p.m. to 4:00 p.m.**

Ms. Gomes also asked about the status of meeting recordings being made available to the public. She expressed disappointment that February and March meeting audio/video recordings had not been posted online and asked how recordings could be obtained. The Mayor advised that the Town is not legally required to provide or post audio/video recordings but that citizens may submit a public records request to the Town Clerk for any existing recordings.

Ms. Gomes also requested a correction to the March 10, 2026 minutes, stating that the minutes incorrectly reflected that she spoke in support of "CM." She clarified that her comments were not in support of that individual and that she did speak in support of "KM."

Don Williams

Don Williams, Tennessee Avenue, thanked the Police Chief and officers for their weekend work and said he sees officers actively patrolling while he is selling peanuts.

He also asked about the upcoming recycling schedule change. Staff advised that the Wednesday recycling schedule would begin on **May 13, 2026**, and that mailers and stickers would be sent or placed on cans before the change takes effect.

Former Mayor Judith Tice

Former Mayor Judith Tice, Kansas Avenue, asked whether the Town would consider reducing or waiving certain fees for nonprofit organizations, especially churches. The discussion focused on impact fees. Staff clarified that impact fees are not taxes and are intended to address the impact on police, fire, utilities, and infrastructure. The Town Attorney was asked to research whether other municipalities provide nonprofit impact fee waivers or reductions.

Ann Hopper

Ann Hopper addressed an issue previously discussed at the March 10 meeting regarding books in the free book library located in Town Hall. She questioned whether the books were Town property and, if so, whether they were being properly inventoried, checked in/out, and accounted for.

The Mayor stated that the Town Clerk is responsible for the books and said he would address the matter.

Ms. Hopper also submitted a public records request for:

- An itemized copy of the current year Town budget; and
- An itemized copy of the accounts payable log from **September 1, 2025 through March 31, 2026.**

She requested the records by ten days before the next meeting.

Karen Smith

Karen Smith asked about the Town's IT process and whether the Town's IT person is responsible for fixing issues with meeting recordings and access to public information. The Mayor explained that meeting minutes are processed, reviewed, approved by Council, and then posted online. He stated that the Town is working through backlogged minutes.

Mike Hopper

Mike Hopper, Tennessee Avenue, asked that monthly financial reports be added as a regular staff report item. He said citizens trust the Council to spend tax dollars wisely and encouraged Council Members to speak up if they believe funds are not being spent properly.

Donna Pitts

Donna Pitts, South Carolina Avenue, invited the Council and public to attend **Taste of the Nations** and the school play, **The Wizard of Oz**, scheduled for Friday evening beginning at 5:30 p.m.

4. Agenda Review

The Mayor requested that a second proclamation be added to the agenda due to a typographical omission. The proclamation would recognize **May 2026 as Law Enforcement Month**.

Motion to Add Law Enforcement Month Proclamation

A roll call vote was taken.

- Council Member Marinelli — Yes
- Council Member MacQueen — Yes
- Council Member Richert — Yes
- Council Member Hanawalt — Yes
- Mayor Teeters — Yes

Motion passed 5-0.

The Council also agreed to move both proclamations to the beginning of New Business.

Motion to Amend Agenda Order

The Council voted to move the proclamations to New Business Item 1.

Motion passed 5-0.

The Town Attorney noted that because the added item was non-substantive, it did not violate public notice

requirements.

Staff Reports

5. Police Department / Code Enforcement Report

Chief Hoagland presented the March 2026 Police Department report.

March 2026 Police Statistics

- **566 calls for service**
- **83 citations**
- **184 written warnings**

School Zone Cameras

Chief Hoagland reported:

- **736 camera hits**
- **146 rejected**
- **590 approved school zone citations**

He explained that each citation is \$100, with \$60 going to the Town and an additional \$5 available for a crossing guard if applicable.

Council asked how many police officers the Town funds. Chief Hoagland stated that the Town pays for eight patrol officers and the Chief. The School Resource Officer is primarily paid by the School Board for ten months, with the Town covering the remaining two months.

Chief Hoagland also announced:

- **Officer Memorial Service:** May 5, 2026, 9:00 a.m., Lake County Historic Courthouse
- **7th Annual Path of Blue and Red Walk:** May 9, 2026, 9:00 a.m., starting at Wooton Park/Bloom Park area in Tavares

He also reported that Code Enforcement had opened at least four new cases during recent enforcement work.

6. Public Works Report

Mr. Stamper reported that Public Works has been handling:

- Building maintenance
- Police and Public Works vehicle maintenance

- Community center upkeep
- Mowing and grounds maintenance

He stated that all Town vehicles appear to be caught up on maintenance.

Council discussed concerns about Adams Road, including leaves and debris from a large live oak tree making the road appear narrow. Council also asked whether the senior gathering schedule was causing staffing problems. Mr. Stamper said the schedule was working fine, except when weekend events require additional setup changes.

Chief Hoagland added that the next senior gathering would include first aid information.

7. Town Attorney Report

Town Attorney David Langley gave several updates.

Impact Fee Study

Mr. Langley reported that the Town had previously considered hiring a consultant to complete an impact fee study, but the proposed cost came back at approximately **\$70,000**, which was not acceptable to the Council.

He stated that the Town can perform the study internally, with assistance from staff and consultants, which should save the Town a substantial amount of money.

Moratorium

Mr. Langley stated that the moratorium adopted last year must be reconsidered eleven months after adoption, which will place it on the next meeting agenda. He noted that impact fee updates are related to the timing of the moratorium.

Charter Amendments

Mr. Langley summarized three options for moving forward with charter amendments:

1. Place all proposed amendments on the ballot individually.
 - Estimated cost: approximately **\$1,500 to \$2,000**
 - Concern: possible voter fatigue due to the number of amendments.
2. Present a completely new charter to voters.
 - Concern: all-or-nothing vote.
3. Hold a special meeting to narrow the list to the Council's top priorities.
 - This was presented as a possible middle-ground option.

Rayford Property Foreclosure

Mr. Langley reported that the foreclosure final judgment for the Rayford property had been entered and the property was scheduled for public sale on **May 19, 2026**.

8. Town Clerk / Administration / Financial Report

The Clerk reported that monthly budget reports will now be provided to the Council after monthly reconciliation is completed. He stated that the Town is meeting with its accountants every two weeks.

The Clerk reported that general fund revenues exceeded expenditures by approximately **\$406,000 through March**.

The Mayor and Clerk discussed the Town's financial controls and stated that the Town is closely monitoring revenues, expenses, and accounting procedures.

Wastewater Treatment Facility Insurance

The Mayor reported that the wastewater treatment facility is now insured. There is no rate increase for the current policy year, but next year's estimated increase is approximately **\$19,000**. He estimated that the wastewater treatment facility may cost approximately **\$100,000 annually** to operate.

Utility Billing

The front office has been reviewing utility accounts for delinquencies. Five shutoff notices were issued during the previous month, and all were either paid or placed under payment arrangements.

Meeting Minutes / Ordinances / Resolutions

The Mayor reported that past meeting minutes are being posted to the website and that ordinances and resolutions are being cataloged.

Emergency Management

The Mayor, Clerk, and Public Works staff received training through the County Office of Emergency Management.

Water / Utility Preparedness

The Town is registered with Water Tracker and is considering a mutual aid agreement through the Florida WARN system.

SRF Loan

The Town continues working on the State Revolving Fund loan application for water system upgrades, including the tank and well project.

GIS Mapping

The Town now has access to County GIS mapping for utilities, including fire hydrants and shutoff locations.

Phone System

Hardware for the new phone system is on site and awaiting installation.

New Resident Bags

The front office is preparing new resident welcome bags with information, pens, magnets, and important phone numbers.

Big Red Bus

The Big Red Bus was announced for April 21 at Town Hall.

Approval of Minutes

9. Regular Council Meeting Minutes — March 10, 2026

Council Member Richert requested corrections to the March 10, 2026 minutes, including:

- Correcting Miriam Gomes' public comment to reflect that she spoke against "CM" and in support of "KM"; and
- Adding discussion regarding the GFL recycling schedule change and notices to residents.

A question was raised about how a member of the public had reviewed draft minutes before approval. The Town Attorney explained that agenda backup materials are public records and may be reviewed upon request.

Motion to Approve Corrections to March 10, 2026 Minutes

A motion was made by S. Richert and seconded by Z. Teeters to approve the stated corrections.

Vote: 4-1

K MacQueen voted against

10. Special Council Meeting Minutes — March 18, 2026

The Council considered the March 18, 2026 Special Council Meeting minutes.

Motion to Approve March 18, 2026 Special Meeting Minutes by S. Richert and seconded by Z. Teeters

Vote: 4-1

K MacQueen voted against.

11. Charter Workshop Minutes — March 18, 2026

Council discussed whether the minutes should specify that implementation would occur after the **2028 election cycle**.

The Mayor requested that the minutes be tabled so the Clerk could review the recording and bring the minutes back for approval.

Motion to Table March 18, 2026 Charter Workshop Minutes

Vote: 5-0

Motion passed.

Old Business

12. Florida Municipal Investment Trust Presentation

Melody Olander, Senior Relationship Representative with the Florida Local Government Investment Trust, presented information regarding investment options for local government surplus funds.

She explained that the Florida Trust is:

- Created under Florida statute;
- Member-owned and member-governed;
- AAA-rated;
- Available to local governments for investment of surplus public funds.

She described two main funds:

- **Day-to-Day Fund:** more liquid, similar to a checking account; current rate discussed was approximately 3.74% to 3.77%.
- **Short-Term Bond Fund:** longer-term option, approximately 3.96%, more suitable for larger reserves or project funds.

Council discussed risk, liquidity, FDIC coverage, local bank relationships, principal protection, and the Town's current interest earnings on ARPA funds.

Council expressed caution about moving Town money and discussed past concerns regarding transfers between accounts and difficulty reconciling funds after prior administrative practices.

The Clerk suggested that the Town may want to speak with United Southern Bank about whether existing non-interest-bearing accounts can be converted into interest-bearing accounts locally.

Motion for No Action on Florida Trust Item

A motion was made by Z Teeters and seconded C Marinelli to take no action.

Roll Call Vote:

- Council Member Marinelli — Yes
- Council Member MacQueen — Yes

- Council Member Richert — Yes
- Council Member Hanawalt — Yes
- Mayor Teeters — Yes

Motion passed 5-0.

13. Community Garden

The Clerk reported that Ms. Lugo was not present but had submitted an action plan for the community garden. He stated that he had met with a representative from the Extension Office at the proposed site.

The site was described as usable but not ideal due to tree coverage and partial sunlight. Raised beds are proposed, so soil testing of the existing ground is not required. The Extension Office may provide free soil testing for the soil placed in the raised beds.

Council discussed:

- Whether there would be any cost to the Town;
- Whether residents would provide their own raised beds;
- Whether seniors or volunteers may participate;
- Whether Town-owned beds could be built and remain on site.

It was stated that there would be no expected cost to the Town other than minimal water usage and possible minor site preparation.

Motion to Approve Community Garden Concept

A motion was made to approve the community garden concept to proceed under the supervision of Ms. Lugo. By Z. Teeters, Seconded by S Richert.

Vote: 5-0

Motion passed.

The Town Attorney clarified that if additional official Town action is needed, such as access authorization, use of Town property, or volunteer waivers, the matter would need to return to the Council.

14. Resolution 2026-01 — Updating Fee Schedule

The Town Attorney presented **Resolution 2026-01**, updating the Town fee schedule and repealing Resolution 2021-01.

He explained that:

- Planning and zoning fees can be updated immediately;
- Public Works fees require additional legal notice and are not ready for approval;
- Building permit fees require additional review due to pending or new state legislation regarding percentage-based fees;
- Cemetery fees and certain minor fees were also included.

Council discussed outdated fees, including right-of-way/easement vacation fees, and the need to update fees before major development activity moves forward.

Motion to Read Resolution 2026-01 by Title Only by Z. Teeters seconded by C. Marinelli

Vote: 5-0

Motion passed.

The resolution title was read aloud.

Motion to Approve Resolution 2026-01

A motion was made by S.Richert and seconded by K MacQueen to approve Resolution 2026-01.

Roll Call Vote:

- Council Member Marinelli — Yes
- Council Member MacQueen — Yes
- Council Member Richert — Yes
- Council Member Hanawalt — Yes
- Mayor Teeters — Yes

Motion passed 5-0.

Recess

The Mayor recessed the meeting at approximately **8:15 p.m.**

The meeting reconvened at approximately **8:25 p.m.**

New Business

15. Proclamation — Water Conservation Month

Mayor Teeters read a proclamation declaring **April 2026 as Water Conservation Month** in the Town of Astatula.

The proclamation recognized the importance of water conservation and encouraged residents, businesses, schools, and industries to conserve water and repair leaks.

The Mayor presented the proclamation to Public Works/Utilities.

Motion to Approve Water Conservation Month Proclamation by S. Richert and seconded by K. MacQueen

Vote: 5-0

Motion passed.

Council Member Richert reminded the public that St. Johns River Water Management District watering rules generally allow:

- Odd-numbered addresses: Wednesday and Saturday
- Even-numbered addresses: Thursday and Sunday
- Watering only before 10:00 a.m. or after 4:00 p.m.

The Mayor encouraged residents to educate neighbors about water conservation.

16. Proclamation — Law Enforcement Month

Mayor Teeters read a proclamation declaring **May 2026 as Law Enforcement Month** in the Town of Astatula.

The proclamation recognized the dedication of law enforcement officers and their role in protecting the safety and well-being of the Town.

Motion to Approve Law Enforcement Month Proclamation by S. Richert and Seconded by K MacQueen

A motion was made and seconded.

Vote: 5-0

Motion passed.

Chief Hoagland accepted the proclamation and thanked the Council on behalf of the Police Department and law enforcement officers.

17. Appointment of New Planning and Zoning Member

The Mayor stated that there was a vacancy on the Planning and Zoning Board following Roger Mellon's departure.

He reported that two residents expressed interest: Anita Kelly and former Mayor Judith Tice. The Mayor acknowledged former Mayor Tice's experience and service to the Town but recommended Anita Kelly because she is a resident who wants to become involved and serve the community.

Motion to Appoint Anita Kelly to Planning and Zoning Board by Z. Teeters and seconded by C. Marinelli

A motion was made to appoint **Anita Kelly** as a new member of the Planning and Zoning Board.

Vote: 5-0
Motion passed.

18. Resolution 2026-07 — Rules of Order for Agenda and Meeting Minutes

The Mayor introduced Resolution 2026-07, amending the Town Council Rules of Order regarding agenda preparation and meeting materials.

The proposed changes clarified:

- Deadlines for Council Members to submit agenda items and supporting materials;
- The Town Clerk's preparation of the draft agenda;
- The Mayor's review and approval of the draft agenda;
- Distribution of approved agenda packets to Council Members;
- Limitations on agenda changes after distribution;
- The Mayor's authority to amend the agenda for good cause before public notice;
- Notice to Council Members within 24 hours if the Mayor amends the agenda before public notice.

Council Member Richert suggested language requiring notice to Council Members if the Mayor amends the agenda before public notice. The Mayor agreed with the proposed language.

Motion to Read Resolution 2026-07 by Title Only by S. Richert and seconded by K. Hanawalt

Vote: 5-0
Motion passed.

The resolution title was read aloud.

Motion to Approve Resolution 2026-07

A motion was made by S. Richert and seconded by C. Marinelli to approve Resolution 2026-07.

Roll Call Vote:

- Council Member Marinelli — Yes
- Council Member MacQueen — Yes
- Council Member Richert — Yes
- Council Member Hanawalt — Yes
- Mayor Teeters — Yes

Motion passed 5-0.

19. Removal of Restrictions on Mayor's Debit Card

The Mayor explained that restrictions had previously been placed on his debit card, limiting use to special events and parks and recreation.

He stated that the card is sometimes needed for operational expenses, including postage and prior AFLAC policy payments. He said no other department head card has similar restrictions and requested removal of the restrictions, with retroactive approval for prior purchases made while the Town was without a Clerk.

Council confirmed that the spending limit would not change and would remain subject to existing Town spending policies.

The Mayor stated he would recuse himself because the item directly affected his ability to use the card.

Motion to Remove Restrictions and Make Approval Retroactive

A motion was made and seconded to remove and make retroactive the restrictions placed on the Mayor's debit card.

Roll Call Vote:

- Council Member Marinelli — Yes
- Council Member MacQueen — Yes
- Council Member Richert — Yes
- Council Member Hanawalt — Yes
- Mayor Teeters — Recused

Motion passed 4-0, with Mayor Teeters recused.

20. Extension of Meeting

Prior to continuing with additional business, the Council voted to extend the meeting.

Motion to Extend Meeting By C. Marinelli and seconded by Z. Teeters

Vote: 5-0

Motion passed.

21. Planning and Zoning Variance — Volunteer Landing Lighting

The Council considered a variance request for the Volunteer Landing subdivision, a seven-lot subdivision on Harrison Street between Florida Avenue and Tennessee Avenue.

The applicant requested relief from the Town’s streetlight requirements. Under the original approval, the subdivision would have been required to install approximately three streetlights.

The Planning and Zoning Board recommended approval of a variance allowing individual LED lights on each property instead of traditional streetlights. The lights are to be downward-facing and designed to minimize light pollution, similar to the lighting used in Colina Del Lago.

Council discussed:

- Traditional streetlights versus individual lot lights;
- Maintenance responsibility falling to individual homeowners;
- Dark-sky concerns;
- The Planning and Zoning Board’s 4-0 recommendation.

Motion to Approve Volunteer Landing Lighting Variance

A motion was made by S. Richert and seconded by K. Macqueen to approve the variance.

Roll Call Vote:

- Council Member Marinelli — Yes
- Council Member MacQueen — Yes
- Council Member Richert — Yes
- Council Member Hanawalt — Yes
- Mayor Teeters — Yes

Motion passed 5-0.

22. Resolution 2026-08 — State Revolving Fund Loan Application

The Clerk explained that the Town is applying for State Revolving Fund financing for water system upgrades, including the tank and well project.

The Mayor stated that the total project is approximately **\$3.4 million**, with the loan amount approximately **\$2.9 million**, and that approximately **\$1.6 million** may be principal-forgiven if the Town satisfies the agreement requirements.

The Mayor also stated that the project is necessary because the Town is contractually obligated to provide water service to new development and needs the infrastructure to support growth.

The Town Attorney identified the statutory authority as **Florida Statutes Section 403.1835**.

Motion to Read Resolution 2026-08 by Title Only by S. Richert and seconded by C. Marinelli

Vote: 5-0

Motion passed.

The resolution title was read aloud.

Motion to Approve Resolution 2026-08

A motion was made by S. Richert and seconded by Z Teeters to approve Resolution 2026-08.

Roll Call Vote:

- Council Member Marinelli — Yes
- Council Member MacQueen — Yes
- Council Member Richert— Yes
- Council Member Hanawalt — Yes
- Mayor Teeters — Yes

Motion passed 5-0.

23. Computer Upgrades

The Mayor requested that the item be tabled because the company expected to present the computer upgrades was not present. He also stated that the Town had sought an additional competing bid.

Motion to Table Computer Upgrades

A motion was made by C. Marinelli and seconded by S. Richert to table the item to a future meeting.

Vote: 5-0

Motion passed.

24. Website Upgrades — CivicPlus

The Mayor introduced a proposal to upgrade the Town website through **CivicPlus**.

He stated that the current website is outdated, difficult to update, and requires coding knowledge. The proposed CivicPlus system would allow staff to post updates, agendas, notices, emergency alerts, and meeting information more easily.

The Clerk stated that the new website would help with:

- Public notices;
- ADA compliance requirements;
- Language translation options;
- Agenda creation;
- Meeting information;
- Push notifications;
- Emergency communications.

The Town Attorney stated that the agenda management system would improve professionalism and recordkeeping by requiring agenda items, descriptions, supporting documents, and internal review before publication.

The total initial cost was stated as **\$10,469.30**, with an ongoing annual/monthly cost to be included in the next budget. Council discussed that the item was not currently budgeted and would require a budget amendment or funding from general fund surplus.

Motion to Approve CivicPlus Website Proposal

A motion was made and seconded to approve the CivicPlus website upgrade proposal.

Roll Call Vote:

- Council Member Marinelli — Yes
- Council Member MacQueen — Yes
- Council Member Richard — Yes
- Council Member Hanawalt — Yes
- Mayor Teeters — Yes

Motion passed 5-0.

Ordinances

25. Ordinance 2026-01 — Burn Ban Procedures and Enforcement, First Reading

The Town Attorney presented Ordinance 2026-01, creating local burn ban procedures and enforcement authority for the Town of Astatula. He stated that the ordinance was modeled after Lake County's burn ban ordinance.

The ordinance allows the Town to issue burn bans specific to Astatula rather than relying solely on countywide conditions. It also provides an enforcement mechanism through Code Enforcement.

Council Member Richert requested that references to "code" be changed to "Code of Ordinances" for consistency. The Town Attorney stated the change could be incorporated.

Motion to Read Ordinance 2026-01 by Title Only by S. Richert and seconded by C. Marinelli

Roll Call Vote:

- Council Member Marinelli — Yes
- Council Member MacQueen — Yes
- Council Member Richert — Yes
- Council Member Hanawalt — Yes
- Mayor Teeters — Yes

Motion passed 5-0.

The ordinance title was read aloud.

Public Comment

Public comment was opened. Discussion included whether burn ban notices could be posted quickly on the new website and how water restrictions and burn bans could be communicated to residents.

Council discussed how the Town would determine local burn ban conditions, including use of drought/fire index information and the Mayor's discretion during hazardous conditions.

Public comment was closed.

Motion to Approve First Reading of Ordinance 2026-01 with Changes

A motion was made by Z. Teeters and seconded by S. Richert to approve Ordinance 2026-01 on first reading with the recommended changes.

Roll Call Vote:

- Council Member Marinelli — Yes
- Council Member MacQueen — Yes
- Council Member Richert — Yes
- Council Member Hanawalt — Yes
- Mayor Teeters — Yes

Motion passed 5-0.

26. Ordinance 2026-02 — Restrictions on Liquor, Marijuana, CBD, and THC Sales, First Reading

The Mayor introduced Ordinance 2026-02, stating that the ordinance would restrict the sale of liquor, marijuana, CBD, and THC products within **1,000 feet** of schools, churches, public buildings, and public parks.

The Mayor clarified that the ordinance does not prohibit such businesses townwide but prevents them from locating near sensitive uses such as schools and churches.

Council discussed whether the ordinance would affect existing beer and wine sales or events such as the Fall Festival. The Town Attorney noted that existing businesses may have grandfathering arguments and that the ordinance is aimed at new sales locations.

Motion to Read Ordinance 2026-02 by Title Only by Z. Teeters and seconded by S. Richert

Vote: 5-0

Motion passed.

The ordinance title was read aloud.

Public Comment

Public comment was opened. No public comment was made.

Public comment was closed.

Motion to Approve First Reading of Ordinance 2026-02 with Changes

A motion was made by Z. Teeters and seconded by K. MacQueen to approve Ordinance 2026-02 on first reading with changes for consistency.

Roll Call Vote:

- Council Member Marinelli — Yes
- Council Member MacQueen — Yes
- Council Member Richard — Yes
- Council Member Hanawalt — Yes
- Mayor Teeters — Yes

Motion passed 5-0.

Council / Department / Liaison / Committee Reports

27. Public Works, Streets, Code Enforcement, Utilities — Mayor Teeters

Mayor Teeters stated that much of the report had been covered earlier. He praised the Public Works Department for keeping the Town in good condition and maintaining equipment.

He also noted that Code Enforcement had completed work related to a foreclosure property and that the State Revolving Fund loan item had addressed utility needs.

28. Legal, Ordinances, Clerk's Office, Administration — Council Member Marinelli

Council Member Marinelli had no report.

29. Economic Development / Land Development — Council Member Richert

Council Member Richard reported that there would be no Planning and Zoning meeting for the month. The Mayor asked that the cancellation be placed on the sign in front of Town Hall.

30. Finance and Grants — Council Member Hanawalt

Council Member Hanawalt had no report.

Workshop / Special Meeting Items

The Council discussed the need for a meeting regarding charter revisions.

The Town Attorney requested that it be scheduled as a **special meeting** rather than only a workshop so that the Council could take formal action and vote on final recommendations.

The Clerk was asked to send potential dates to Council Members, preferably before the next regular Council meeting.

Miscellaneous Council Comments

Council Member McQueen reported that the **Take-a-Plant, Return-a-Plant** project at the Olive Building is going well and said Cora McDaniels is doing a great job.

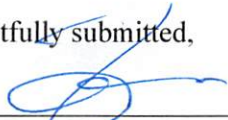
She also discussed the **Patriot Project**, which will collect specific items to send to Astatula resident Kevin McDaniels, who has been deployed. Items mentioned included candy, individual snack bags, and magazines related to cars, sports, and fishing. The Police Department and Don Williams also plan to assist with the project.

The Mayor asked that a written list of requested items be prepared so it could be posted and shared clearly with the public.

31. Adjournment

There being no further business, Mayor Teeters adjourned the meeting at **9:36 p.m.**

Respectfully submitted,



Mayor Zane Teeters Jr

ATTEST:



Charles Jacien Town Clerk