Town Council Members Present
Zane Teeters, Jr. – Mayor
Cheryl Marinelli – Vice-Mayor
Kay MacQueen – Council Member
Susan Richert - Council Member
Kim Hanawalt – Council Member

Town Staff
Charles Jacien, Town Clerk
Wally Hoagland, Police Chief
David Langley, Attorney
Tom Harowski – Town Planner
Larry Story – Public Works Supervisor
Dawn Teeters-Community Events

Call to Order Invocation and Pledge

Mayor Teeters called the regular meeting to order at 6:30 p.m. Josh Lane of Astatula Baptist Church delivered the invocation, followed by the Pledge of Allegiance. The roll call confirmed that all members were present. A quorum was declared, and proper notice was confirmed.

Public Comment

Farmer Banks Helfrich offered seasonal gardening advice, encouraged civic participation and voting, announced his candidacy for Florida House District 25, and supported a one-year moratorium on large artificial intelligence data centers pending further research.

Judy Stewart supported The Gathering and stated that its speakers, fellowship, and opportunity to meet neighbors are worthwhile.

Selena Gomes spoke in support of The Gathering, explaining that it provides senior residents with fellowship, activities, social support, and educational programs.

Vanessa Diaz urged the Council to preserve The Gathering, describing it as an important source of companionship, mental stimulation, and community connection for older residents.

Miriam Gomes described The Gathering's volunteer-led activities, including games, crafts, speakers, snacks, resource materials, fellowship, and support for military platoons. She stated that a church planned to provide a meal and assist with mailing to Town seniors.

Former Mayor Judith Tice reviewed the history and intended public benefit of the Community Center and supported continued no-cost use of the facility for The Gathering.

Agenda Review

The Council reviewed the agenda. No changes were made.

Approval of Minutes

The Council considered the August 11, 2026 regular meeting minutes and the August 20, 2026 budget workshop minutes.

Motion: By Susan Richert to Approve both sets of minutes as presented. **Second:** Motion was seconded, by Kim Hanawalt. **Vote:** Marinelli - Yes; MacQueen - Yes; Richert - Yes; Hanawalt - Yes; Mayor Teeters - Yes (5-0). **Result:** Motion carried.

Consent Agenda

There were no consent agenda items.

Staff Reports

Code Enforcement and Police. Two new code-enforcement cases were opened. A longstanding nuisance property near Washington Street and Florida Avenue had been demolished. For the month, the Police Department reported 466 calls for service, 298 traffic stops, 205 written warnings, 93 citations, and 13 arrests. School-zone cameras recorded 788 potential violations after resuming operation in August.

Chief Hoagland presented the required school-zone camera report covering the program from February through summer break: 3,354 notices issued; 2,376 reported paid; 20 contested; and no uniform traffic citations issued. Reported collections totaled $225,591, with distributions of $51,855.93 to the State, $27,070.92 to the school district, and $11,279.05 for the school crossing guard program. The reported net total to the Town was $83,159.83. The report was provided to the Town Clerk for public inspection.

Chief Hoagland explained that automated school-zone enforcement cameras activate only when radar detects a qualifying speeding violation and captures a limited image for citation review. He contrasted them with continuously operating automated license-plate recognition cameras. He stated that the Town had no Flock cameras and did not anticipate installing any. He also reviewed enforcement of political-sign restrictions within public rights-of-way and on private property.

Public Works. Staff reported continued meter installations, with 13 remaining; mowing and cleanup following heavy rain; and another lightning-related well sensor failure. Staff responded promptly, and there was no loss of water pressure. Drainage improvements at a nearby intersection were also noted.

Town Attorney. Attorney Langley stated that most legal matters were included on the agenda and noted ongoing charter-amendment work.

Town Clerk and Administration. Staff continued reviewing and signing building permits; coordinating water-plant upgrades with the Florida Department of Environmental Protection, engineers, and consultants; reviewing insurance policies and claims; and working with the accountant on impact fees and water and sewer fund accounting. Potential water and sewer rate adjustments, supported by detailed studies, were anticipated for consideration near the beginning of 2027. Staff also attended damage assessment training. Eight public-records requests were received during the month; five were completed and three remained pending.

Community Events. Dawn Teeters announced a food distribution for September 19 at 8:00 a.m.; the second annual Fall Festival for October 24-25; the scarecrow competition, with materials to be picked up by October 9; Trunk or Treat on October 31 from 6:00 to 9:00 p.m.; and the annual Thanksgiving dinner on November 26.

Old Business

There was no old business.

New Business

1 Volunteer Landing Revised Minor Subdivision. Staff presented Gavkee Construction's request to revise the previously approved seven-lot Volunteer Landing plan to two approximately 4.7-acre residential lots. Because no final plat had been recorded, the former plan did not require vacation.

The Planning and Zoning Board recommended approval with individual, property-owned exterior lights at each residence in lieu of streetlights. The proposed lots would use individual wells because the Town water main is not within the code-required 50 feet. Harrison Street would provide access, and the applicant confirmed that the dilapidated barn would be removed. Public comment addressed the water-connection requirement.

Motion: BY Susan Richert to Approve the revised Volunteer Landing minor subdivision as a two-lot subdivision, subject to the Planning and Zoning Board's lighting condition. **Second:** Motion was seconded, By Kay MacQueen. **Vote:** Marinelli - Yes; MacQueen - Yes; Richert - Yes; Hanawalt - Yes; Mayor Teeters - Yes (5-0). **Result:** Motion carried.

2 Keep Lake Beautiful Presentation. Hilary Burgess presented Keep Lake Beautiful's litter-abatement, recycling education, community cleanup, beautification, and volunteer programs. Upcoming events included the September 19 Lake County Waterways Cleanup, a September 16 Veterans Memorial Park cleanup, and an October 3 Montverde community cleanup and tire-amnesty opportunity. Eligible households may dispose of up to 24 tires, under 40 inches with rims removed, at no charge during designated events. No Council action was required.

3 CivicPlus Utility Billing. Staff explained that the existing UBMAX billing system is being phased out. CivicPlus would integrate utility billing and online payments with the Town's website, agenda management, mass-notification, accessibility, and code-hosting services. The earlier three-year estimate of $17,458 had increased to approximately $38,000 following a company-wide minimum price change attributed to secure hosting costs. Alternatives discussed included G-Works and a lower-cost standalone successor to UBMAX. Council favored CivicPlus because of integration, security, vendor stability, and the existing $50,000 software budget. Staff would continue negotiating price and possible additional modules.

Motion: By, Zane Teeters to Approve the CivicPlus utility-billing contract for a three-year term in an amount not to exceed $39,000. **Second:** Motion was seconded By Susan Richert. **Vote:** Marinelli - Yes; MacQueen - Yes; Richert - Yes; Hanawalt - Yes; Mayor Teeters - Yes (5-0). **Result:** Motion carried.

4 The Gathering Fee Waiver. The Council reviewed the annual request to waive Community Center rental fees for The Gathering. The Mayor clarified that the item concerned the fee waiver and accountability requirements, not cancellation of the senior program. Discussion addressed facility and staff costs, whether the activity is Town-sponsored or privately organized, participant waivers and monthly sign-in sheets, public advertising, police participation, attendance, and the public benefit of the program. Ms. Gomes stated that the organizers could not afford the rental fee and requested continued use without charge. Council Members supported the program's purpose but expressed differing views regarding attendance, oversight, and whether it should remain privately organized or become a Town-run program. The organizers agreed to provide attendance and waiver documentation. Council discussed allowing another year for outreach, including a planned mailing to senior residents, and reviewing participation again during the next budget cycle.

Motion: By, Susan Richert to Extend the meeting beyond the established time limit. **Second:** Motion was seconded, by Cheryl Marinelli. **Vote:** Marinelli - Yes; MacQueen - Yes; Richert - Yes; Hanawalt - Yes; Mayor Teeters - Yes (5-0). **Result:** Motion carried.

Motion: By, Susan Richert to Continue The Gathering for one year and waive Community Center rental fees for that period. **Second:** Motion was seconded, By Kay MacQueen **Vote:**

Marinelli - Yes; MacQueen - Yes; Richert - Yes; Hanawalt - No; Mayor Teeters - No (3-2). **Result:** Motion carried.

5 Ordinance 2026-09 Automated License Plate Recognition Systems First Reading. The proposed ordinance would amend Section 32-1 of the Town Code to prohibit the installation, placement, or operation of automated license-plate recognition systems within Town rights-of-way or on Town property and provide definitions, conflicts, severability, and an effective date. No public comment was offered.

Motion: By, Susan Richert Read Ordinance 2026-09 by title only. **Second:** Motion was seconded, By Kay MacQueen **Vote:** Marinelli - Yes; MacQueen - Yes; Richert - Yes; Hanawalt - Yes; Mayor Teeters - Yes (5-0). **Result:** Motion carried.

Motion: By, Susan Richert to Approve Ordinance 2026-09 on first reading and authorize advertisement for second reading. **Second:** Motion was seconded, By Kay MacQueen **Vote:** Marinelli - Yes; MacQueen - Yes; Richert - Yes; Hanawalt - Yes; Mayor Teeters - Yes (5-0). **Result:** Motion carried.

6 Ordinance 2026-08 Accessory Dwelling Units First Reading. Attorney Langley summarized revisions recommended by the Planning and Zoning Board. The ordinance would regulate accessory dwelling units in the Agricultural, R-1, and R-2 districts; require a recorded restrictive covenant; establish development, design, height, parking, occupancy, rental, utility, permitting, registration, and enforcement standards; and address existing structures and nonconforming units. Discussion clarified separate addressing for emergency response, ownership and transfer restrictions, registration requirements, conversion of existing structures, and the prohibition against using unconverted sheds, mobile homes, or shipping containers as dwelling units. No public comment was offered.

Motion: By Susan Richert to Read Ordinance 2026-08 by title only. **Second:** Motion was seconded, By Zane Teeters **Vote:** Marinelli - Yes; MacQueen - Yes; Richert - Yes; Hanawalt - Yes; Mayor Teeters - Yes (5-0). **Result:** Motion carried.

Motion: By Susan Richert to Approve Ordinance 2026-08 on first reading and authorize advertisement for second reading. **Second:** Council Member Marinelli. **Vote:** Marinelli - Yes; MacQueen - Yes; Richert - Yes; Hanawalt - Yes; Mayor Teeters - Yes (5-0). **Result:** Motion carried.

7 Permitting Zoning Planning and Code Enforcement Procedures. Staff reported that CGA would serve as the Town's principal planner, replacing THM's interim planning role. Town Hall staff would perform initial zoning review for setbacks, lot coverage, and similar requirements, with unusual or complex matters forwarded to CGA. The Town planned to recruit a code-enforcement officer, potentially beginning with a graduate public-administration intern, while Sergeant Calhoun continued administrative oversight. A projected professional salary range of approximately $40,000 to $50,000 was discussed. The finance clerk was expected to move to a part-time, three-day schedule as duties were redistributed among Town staff and the accountant. No action was taken.

8 IACP Conference. Chief Hoagland requested approval to attend the International Association of Chiefs of Police Conference in Orlando from October 24 through October 27, 2026, at a registration cost of $500. Because the conference is in Orlando, no airfare or lodging was anticipated. The Chief stated that the conference provides professional training, peer contacts, and information concerning new law-enforcement practices and technology.

Motion: By Kim Hanawalt to Approve Chief Hoagland's attendance at the IACP Conference and the $500 registration expense. **Second:** Motion was seconded, By Zane Teeters. **Vote:** Marinelli - Yes; MacQueen - Yes; Richert - Yes; Hanawalt - Yes; Mayor Teeters - Yes (5-0). **Result:** Motion carried.

9 Retired K-9 Denzel Emergency Surgery. The Council considered retroactive approval of $7,500 for emergency surgery for retired K-9 Denzel. The Chief explained that Denzel served four years and eight months, short of the five-year threshold for State reimbursement for a non-duty-related condition. Veterinary staff advised that immediate surgery was necessary to avoid euthanasia and that, following recovery, Denzel was expected to return to his prior quality of life. The surgery was successful, and Denzel had been released to recover with his former handler, Officer Capron. Funding was reported as $4,000 from available K-9 funds and the remaining $3,500 from available Town funds.

Motion: By Kim Hanawalt to Retroactively approve the $7,500 emergency-surgery expense for retired K-9 Denzel. **Second:** Motion was seconded By Susan Richert. **Vote:** Marinelli - Yes; MacQueen - Yes; Richert - Yes; Hanawalt - Yes; Mayor Teeters - Yes (5-0). **Result:** Motion carried.

Council Department Liaison and Committee Reports

No additional Public Works, legal, ordinance, clerk, economic-development, land-development, finance, or grant reports were presented. Staff confirmed that no Planning and Zoning Board meeting was scheduled for September.

Upcoming Meetings and Items

The first budget hearing was scheduled for September 10, 2026, at 5:00p.m. A representative of James Moore was expected to be available for budget questions. Council discussed the proposed 6.5-mill tax rate and noted that the budget was substantially complete. Repair of the Olive Building was identified for future discussion.

Council Member Comments

No additional Council Member comments were offered.

Adjournment

Mayor Teeters adjourned the meeting at 9:18 p.m.

Town Clerk

Date: 10-28-26

Mayor

Date: 11/3/26