

MINUTES, UMATILLA CITY COUNCIL MEETING
JUNE 5, 2018 7:00 P.M.
COUNCIL CHAMBERS, 1 S CENTRAL AVENUE, UMATILLA, FL

Pledge led by **President Wright** and invocation given by **City Clerk Karen Howard**.

Meeting called to order at 7:00 p.m.

ROLL CALL

IN ATTENDANCE: President Laura Wright; Vice President Brian Butler; Council members Katherine Adams, Eric Olson; Mayor Mary Johnson; Public Works Director Aaron Mercer; Police Chief Adam Bolton; Fire Chief Shane Lanoue; City Attorney Kevin Stone; City Manager Scott Blankenship; City Clerk Karen Howard

ABSENT: Council member Scott Purvis

AGENDA REVIEW

City Manager Blankenship requested Item 7 Appointment of Voting Delegate FLC Conference be pulled from the agenda.

MOTION by Olson; SECOND by Adams; to approve the agenda change as presented. Motion carried.

MINUTS REVIEW

- 1 Minutes
 - a. City Council meeting, May 15, 2018
 - b. City Council Fire Assessment Workshop May 10, 2018

MOTION by Olson; SECOND by Butler; to approve the Minutes for the City Council meeting of May 15, 2018 and the Minutes of the City Council Fire Assessment Workshop of May 10, 2018. Motion carried.

PRESENTATION

Comprehensive Annual Financial Report, Fiscal Year ending September 30, 2017

Matthew Lee of McDirmitt Davis presented a Power Point of the audit, stating the city received the Unmodified Opinion, which is the highest opinion that we can issue. **Mr. Lee** went through the various reports issued related to the audit. We had no findings and also had no findings in the Single Audit for the state projects and had no findings of non-compliance in that area.

The city is in excellent financial condition: spending is under control and revenues are strong. Things are going well and you have some excellent big capital projects on infrastructure. You had \$4.6 million in projects of which \$3.5 million was covered by state grants.

Mr. Lee showed slides of five-year trends in various fund balances.

Council member Olson thanked the staff, **Mr. Blankenship**, and the Council for doing a great job.

Motion by Olson; SECOND by Adams to accept the CAFR for FY ending September 30, 2017. Motion carried.

PUBLIC COMMENT

None

PUBLIC HEARINGS/ORDINANCES/RESOLUTIONS

- 2 Ordinance 2018 – C Fire Assessment Fee, First Reading

Attorney Kevin Stone read the ordinance by title:

ORDINANCE NO. 2018 – C

AN ORDINANCE OF THE CITY OF UMATILLA, LAKE COUNTY, FLORIDA, PROVIDING FOR THE IMPLEMENTATION OF A FIRE SERVICES SPECIAL ASSESSMENT; PROVIDING DEFINITIONS FOR THE PROPOSED FIRE ASSESSMENT AND COLLECTION METHOD; PROVIDING FOR LEGISLATIVE DETERMINATIONS OF SPECIAL BENEFIT, GENERAL AUTHORITY, AND APPLICABILITY THROUGHOUT THE CITY; PROVIDING FOR INITIAL PROCEEDINGS; DIRECTING IMPOSITION OF INITIAL ASSESSMENT ROLL; PROVIDING NOTICE BY PUBLICATION AND MAIL; PROVIDING FOR ADOPTION AND EFFECT OF FINAL ASSESSMENT RESOLUTION; PROVIDING ANNUAL ADOPTION PROCEDURES; PROVIDING LIENS FOR AND REVISIONS TO FIRE SERVICES ASSESSMENTS; PROVIDING FOR PROCEDURAL IRREGULARITIES AND CORRECTION OF ERRORS AND OMISSIONS; PROVIDING FOR INTERIM ASSESSMENTS AND AN ALTERNATIVE METHOD OF COLLECTION; PROVIDING FOR CONFLICTS, CODIFICATION, AND SEVERABILITY; PROVIDING AN EFFECTIVE DATE

City Manager Blankenship said this ordinance revises the Code to provide for implementation and collection of a Fire Services Special Assessment Fee. It does not commit the Council to the assessment at this point.

After the second reading of the ordinance on June 19th an Initial Fire Assessment Resolution will be presented setting the maximum rates. The council consensus at the May 15th meeting was to ask staff to move forward with Scenario 2. A public hearing for the Final Fire Assessment Resolution is scheduled for September 11th ,at which time the final rates will be set.

MOTION by Olson; SECOND by Butler; to approve Ordinance 2018 – C, first reading.

AYES: Adams, Olson, Butler, Wright

NAYS:

Motion carried.

3 Ordinance 2018 – E Council acting as Planning & Zoning, First Reading

Attorney Kevin Stone read the ordinance by title:

ORDINANCE 2018 – E

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF UMATILLA, FLORIDA, CREATING SECTION 9(A)(5) OF CHAPTER 3 OF THE LAND DEVELOPMENT REGULATIONS OF THE CITY OF UMATILLA; PROVIDING THAT THE CITY COUNCIL MAY PERFORM THE FUNCTIONS OF THE PLANNING AND ZONING BOARD; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; PROVIDING FOR RECORDATION; AND PROVIDING FOR AN EFFECTIVE DATE.

City Manager Blankenship noted this follows up our discussion on the challenges we have had filling openings on the Planning & Zoning Board and also the frequency in which they meet: sometimes it is once or twice a year. This gives the Council the flexibility to go back and reestablish the Board if you choose to do so.

MOTION by Olson; SECOND by Butler; to approve Ordinance 2018 – E Council acting as Planning & Zoning Board.

AYES: Adams, Olson, Purvis, Butler, Wright

NAYS:

Motion carried.

4 Resolution 2018 – 21 Uniform Collection Agreement – Lake County Tax Collector

Attorney Stone read the resolution by title:

RESOLUTION 2018 - 21

A RESOLUTION OF THE CITY OF UMATILLA, LAKE COUNTY, FLORIDA, APPROVING A UNIFORM COLLECTION AGREEMENT WITH BOB MCKEE, LAKE COUNTY TAX COLLECTOR TO REIMBURSE THE TAX COLLECTOR FOR ADMINISTRATIVE AND ACTUAL COSTS INCURRED AS A RESULT OF THE UNIFORM COLLECTION OF NON-AD VALOREM ASSESSMENTS; PROVIDING AN EFFECTIVE DATE.

City Manager Blankenship said he had nothing to add; this is something we need to do.

MOTION by Butler; SECOND by Adams; to approve Resolution 2018 – 21 Uniform Collection Agreement with Lake County Tax Collector. Motion carried.

5 Resolution 2018 – 22 Mid Year Budget Amendment
Attorney Stone read the resolution by title:

RESOLUTION 2018 -22

A RESOLUTION OF THE CITY OF UMATILLA, LAKE COUNTY, FLORIDA, AMENDING RESOLUTION 2017-43 ADOPTED SEPTEMBER 19, 2017 TO PROVIDE FOR MID-YEAR CHANGES IN THE FISCAL YEAR 2017-2018 BUDGET; PROVIDING FOR AN EFFECTIVE DATE.

Finance Director Regina Frazier explained the reasons for the mid-year budget amendment. During the year we have to estimate the budget amendments after the CAFR is completed in order to true up the fund balances and any other changes that need to be made.

Finance Director Frazier went over the detail entries and the reasons for the amendments. The Council had no questions.

MOTION by Olson; SECOND by Butler; to approve Resolution 2018 – 22 Mid Year Budget Amendment. Motion carried.

NEW BUSINESS

6 Award Bid for Lake Umatilla Stormwater Improvement

City Manager Blankenship noted the city was awarded a \$150,000 LCWA Grant for the construction of a nutrient removing baffle box on Lake Umatilla. There were five bids submitted. **Project Manager Brett Tobias** of BESH reviewed the bids and recommended apparent low bidder Utility Technicians in the amount of \$73,420. We are hopeful to modify funding for more nutrient reduction or baffle boxes in another location. Staff recommends approval.

MOTION by Olson; SECOND by Butler; to award bid for Project 2018-B Lake Umatilla Stormwater Improvement to Utility Technicians in the amount of \$73,420. Motion carried.

7 Appointment of Voting Delegate FLC Conference - PULLED

GENERAL DISCUSSION

School Resource Officer

City Manager Blankenship said other cities have not reached a consensus of putting a School Resource Officer in the elementary schools. The School Board wishes to have an officer in each school. There are ongoing discussions.

Police and Fire Radios

City Manager Blankenship said about ten years ago radios were purchased by the county when they switched over to a new radio system. The company is not going to support the current system any more. The County was able to negotiate a rate and are asking the cities to pay their fair share. The county will purchase the radios and the cities will enter into a payment schedule to reimburse the county. We will need to pay about \$1,800 a month or \$22,000 per year. This appears to be the cost of doing business.

In response to a question by **Vice President Butler**, **City Manager Blankenship** said we are working through the budget process now and we will give you more specifics during the budget process. The money will be reinvested in other areas.

REPORTS

CITY ATTORNEY

Attorney Kevin Stone said the county has been busy and you will see other Interlocal Agreement, one of which will be on Animal Services. We participate in these services. We will be seeing that here soon

The county will have a new Interlocal on handling reimbursements for debris removal after hurricanes. We benefit from a good deal with the county. They deal with the administrative paperwork and headaches related to FEMA reimbursements. They clean up the rights of way and certain private properties at their expense and wait until FEMA reimburses them to send a bill. They have decided that is difficult for planning purposes and have proposed a new Interlocal Agreement where we will decide on an annual basis how much assistance we will want from the county during that year. I do not know how we will be able to make that determination on a year to year basis. The county will be billing the city for a certain amount of the costs at an earlier date.

City Manager Blankenship noted we have written a check to the county for half of the debris removal which was 25% of \$400,000. We are hopeful that the FEMA number will be 90% instead of 75%. The hard part of the debris removal is the data gathered while the debris is being removed. They measure time, the amount of debris collected, and other information in order to get FEMA reimbursements. The city does not have the resources to undertake that and the partnership with the county has been very beneficial.

MAYOR

- Met with **Senator Rubio** along with **Laura** and **Scott** at Florida's Natural and discussed the hurricane and greening on the orange groves. There were a lot of growers who lost their whole crop.

COUNCIL MEMBERS

Adams

- Attended MPO meeting last month. There are six more candidates who have applied for the Director's position
- Snack and Chat at the Historic Museum in July with **Greg Nelson**

Wright

- Attended meeting with **Senator Rubio** and found him to be very informed
- Working on VBS and with the Girl's Ranch; **Mr. Williams** funeral was well attended

STAFF

Public Works Director Aaron Mercer

- Smoke test will begin on June 11th. We will have message boards out. The smoke is non toxic. Staff will be out there if residents have questions or concerns
- Water meter installation project is underway
- Training taking place tomorrow on new software with staff

Police Chief Adam Bolton

- Officers and Code Officer busy
- Preparing for active shooter training

Fire Chief Shane Lanoue

- Everything is going well at the department; new people are on board and we have good staff retention
- Brush truck will be here at the end of June
- Waiting for preliminary drawings on the new truck which should be here in January

President Wright announced the upcoming meetings and events.

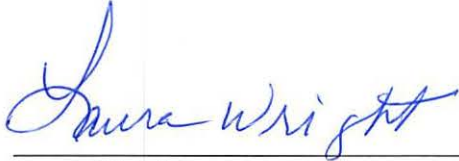
Library Director Janet Lewis

- Summer Reading Program has 130 kids signed up and 21 teen volunteers
- Kiwanis Club is sponsoring “Adulting for Teens” program again this year featuring ballroom dancing, life skills, basic vehicle mechanic, and Jordan Hawkins will be there for banking
- Rearranged things around at the Library and created more space

Susan Martin of the Chamber of Commerce

- Chamber Breakfast on Thursday with program on the North Lake Trail Feasibility Study
- Ribbon cutting for downtown business “Stitching out of the Box” Saturday morning 9 a.m.

Meeting adjourned 7:39 p.m.



Laura Wright
Council President

ATTEST:



Karen H. Howard, CMC
City Clerk