

MINUTES, UMATILLA CITY COUNCIL MEETING  
MAY 15, 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 Eric Olson, Scott Purvis; Mayor Mary Johnson; Public Works Director Aaron Mercer; Police Chief Adam Bolton; City Attorney Kevin Stone; City Manager Scott Blankenship; City Clerk Karen Howard

ABSENT: Council member Katherine Adams

**AGENDA REVIEW**

**MOTION by Olson; SECOND by Purvis; to approve the agenda as presented. Motion carried.**

**MINUTES REVIEW**

1 Minutes, City Council meeting, May 1, 2018

**MOTION by Purvis; SECOND by Olson; to approve the Minutes for the City Council meeting of May 1, 2018. Motion carried.**

**PUBLIC COMMENT**

None

**PUBLIC HEARINGS/ORDINANCES/RESOLUTIONS**

2 Resolution 2018 – 15 Vista Manor Plat Vacation

Attorney Stone read the resolution by title:

**RESOLUTION 2018 - 15**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UMATILLA, FLORIDA, VACATING THE VISTA MANOR PLAT RECORDED AT PLAT BOOK 63, PAGE 27, PUBLIC RECORDS OF LAKE COUNTY OVER PROPERTY LOCATED NORTH OF LAKE STREET AND WEST OF MAXWELL ROAD AND OWNED BY VISTA OAKS UMATILLA DEVELOPMENT INC; PROVIDING FOR AN EFFECTIVE DATE AND RECORDING.**

**Aaron Mercer** said this is a request to vacate the existing plat of Vista Manor, located at the corner of Lake Street and Maxwell Road. The 2008 plat shows eight lots and Tract A and are legal lots of records. **Mr. Mercer** explained the rules have changed over the years. Staff recommends approval of the Vista Manor plat vacate.

There is request to approve a Preliminary Plat which creates one additional lot. The minimum lot size is 12,000 square feet. There is a name change to Vista Oaks. KEVCO is the developer and the homes will be similar to those in the Hunter Oaks subdivision.

The developer has agreed to the following improvements: instead of septic tanks a private sewage collection system will be installed connecting to city sewer in public easements and maintained by the HOA. Drainage issues and lot sizes have also been addressed. Staff recommends approval.

**MOTION by Purvis; SECOND by Butler; to approve Resolution 2018 – 15 vacation of Vista Manor plat. Motion carried.**

**MOTION by Purvis; SECOND by Olson; to approve Preliminary Plat of Vista Oaks. Motion carried.**

**Mr. Mercer** said this will come back to Council for adoption in the next two to three meetings.

Attorney Stone read the resolution by title:

**RESOLUTION 2018 – 19**

**A RESOLUTION OF THE CITY OF UMATILLA, FLORIDA ACCEPTING THE PROPOSAL OF JP MORGAN CHASE BANK, N.A. TO PURCHASE THE CITY’S NOT TO EXCEED \$480,000 INFRASTRUCTURE SALES TAX REVENUE NOTE, SERIES 2018, TO FINANCE THE CITY’S COST OF ACQUIRING A FIRE TRUCK AND RELATED EQUIPMENT AND COSTS OF ISSUING THE 2018 NOTE; APPROVING THE FORM OF AND AUTHORIZING THE EXECUTION AND DELIVERY OF A LOAN AGREEMENT WITH SAID BANK TO SECURE THE PAYMENT OF THE 2018 NOTE; PROVIDING FOR THE PAYMENT OF THE 2018 NOTE FROM AMOUNTS RECEIVED BY THE CITY FROM THE LEVY BY THE BOARD OF COUNTY COMMISSIONERS OF LAKE COUNTY, FLORIDA OF A ONE CENT INFRASTRUCTURE SALES SURTAX PURSUANT TO SECTION 212.055(2), FLORIDA STATUTES, ALL AS PROVIDED IN THE LOAN AGREEMENT; AUTHORIZING THE PROPER OFFICIALS OF THE CITY TO DO ANY OTHER ASSITIONAL THINGS DEEMED NECESSARY OR ADVISABLE IN CONNECTION WITH THE EXECUTION OF THE LOAN AGREEMENT AND THE 2018 NOTE, AND THE SECURITY THEREFOR; DESIGNATING THE 2018 NOTE AS A “QUALIFIED TAX-EXEMPT OBLIGATION” PURSUANT TO SECTION 265(b)(3) OF THE INTERNAL REVENUE CODE OF 1986, AND AS AMENDED; AUTHORIZING THE EXECUTION AND DELIVERY OF OTHER DOCUMENTS IN CONNECTION WITH THE 2018 NOTE; PROVIDING FOR SEVERABILLITY; AND PROVIDING AN EFFECTIVE DATE.**

City Manager Blankenship reminded the Council the city is pledging Infrastructure Sales Surtax combined with a USDA grant of \$168,000 to repay the debt service.

**MOTION by Olson; SECOND by Purvis; to approve Resolution 2018 – 19 authorizing the execution of the closing documents by the Mayor and city staff. Motion carried.**

City Attorney Stone read the resolution by title:

**RESOLUTION 2018 - 20**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UMATILLA, LAKE COUNTY, FLORIDA, ACCEPTING THE SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT (JPA) 431624-1-94-01/02 FROM THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION FOR THE PURPOSE OF THE PARTIAL PARALLEL TAXIWAY SOUTH AT UMATILLA MUNICIPAL AIRPORT; AUTHORIZING CITY OFFICIALS TO EXECUTE SAID AGREEMENT; PROVIDING FOR A SAVINGS CLAUSE AND PROVIDING FOR AN EFFECTIVE DATE.**

City Manager Blankenship said Mr. Thompson alluded to this at the last meeting but could not be here tonight. The Supplemental JPA provides additional funding of \$487,420 for bidding and construction phase services for the Partial Parallel Taxiway South project. It includes paving, grading and drainage from the existing terminal area south to the Runway 1 end. Also included in the project are medium intensity taxiway lights, necessary electrical vault modifications and pavement markings.

Bidding services, construction administration, and construction observation is included under the scope of services. Construction costs have been estimated and additional funds may be added through another Supplemental JPA upon approval by the Department.

**MOTION by Olson; SECOND by Purvis; to approve Resolution 2018 – 20 accepting FDOT Supplemental Joint Participation Agreement 431624-1-94-01/02 increasing the amount to \$550,820. Motion carried.**

**NEW BUSINESS**

**Robert Peterson – 359 Rose Street**

**Mr. Peterson** addressed the Council regarding his issue of Code Enforcement Case 17-0195. He was cited for a vehicle he was working to restore. The code remedy was to obtain valid registration, insurance and tag. He received a second violation notice and had a conversation with **Chief Bolton**.

**Mr. Peterson** said the car was not abandoned and is seeking a reasonable refund of approximately \$220 spent when coming into compliance with the order. I removed the vehicle as requested and ordered by the Special Master.

**Council President Wright** thanked **Mr. Peterson** for his comments.

#### 5 Award CDBG Administrative Services

**City Manager Blankenship** noted the city was awarded a \$700,000 CDBG Grant for continuation of the construction of waterlines. Staff advertised a Request for Proposals for CDBG Administrative Services and received one response from **Fred Fox Enterprises**.

The proposal from Fred Fox Enterprises was for \$52,000 which allows for required advertising expenses and putting additional funds towards construction. Staff recommends approval.

**MOTION by Olson; SECOND by Purvis; to award bid to Fred Fox Enterprises in the amount of \$52,000 for CDBG Administrative Services Neighborhood Revitalization Project #18DB-OM-06-45-02-N26. Motion carried.**

#### 6 Award of Smoke Test Project

**City Manager Blankenship** said the city received a \$500,000 REDI Grant, a portion of the funding to be used to perform smoke testing on sewer lines to determine areas of infiltration. An invitation to bid was advertised with the bid opening on May 10<sup>th</sup>.

Two bids were received and reviewed by **Project Manager Michael Scullion** of BESH. A letter in the packet recommends the award to apparent low bidder Utility Technicians in the amount of \$24,600.

**Council member Purvis** recused himself from the vote and noted he filed the required paperwork with **Supervisor of Elections Allan Hays**.

**MOTION by Olson; SECOND by Butler; to award bid in the amount of \$24,600 to Utility Technicians for Project 2018-A Sanitary Sewer Smoke Testing Project. Motion carried.**

### **GENERAL DISCUSSION**

#### 7 Fire Assessment

**City Manager Blankenship** said the Council requested the Fire Assessment be added to the agenda so a determination could be made if it is the desire of the Council to move forward with a Fire Assessment and if so, to select a level.

Staff would appreciate direction with an ordinance and asked Council to provide a consensus to direct staff to move forward in preparing an ordinance to be read at the next meeting.

**Council member Olson** said him his opinion we need to do something and indicated he preferred Option 2.

**Mayor Johnson** agreed that something had to be done but cautioned being careful with the assessment. She also preferred Option 2.

**Council member Purvis** concurred with **Olson**. We have been restrained from having the type of volunteer system we had in place for years because of the many regulations. I favor Option 2. I think we need to leave it at two volunteer personnel and funding the truck.

**Vice President Butler** said he was leaning toward Option 3 but Option 2 would probably work for us now.

**City Manager Blankenship** noted every year we will see this again and can address a difference in staffing and give the chief some flexibility.

**President Wright** said no one has wanted to present this to our residents and the city has suffered by just passing this along. We have to do this. I am good with Scenario two.

**Council consensus to prepare ordinance based on Scenario 2.**

## REPORTS

### CITY ATTORNEY

**Attorney Kevin Stone** reported we are in the middle of preparing an ordinance regarding the P&Z Board. We are also actively working on the establishment of an Interlocal with Lake County regarding development around the airport. State Statutes require us to be on board with the county and the statutes do not allow unfettered development around airports.

### MAYOR

- Attended Chamber Alliance event and expressed pride in the award received by the Umatilla Historical Society

### COUNCIL MEMBERS

#### **Olson**

- Attended the Lake County League of Cities luncheon. The county had an interesting presentation on how they redid their computer system into the cloud

#### **Purvis**

- Invited the Council to come view the smoke test when it gets underway

#### **Wright**

- Attended the Chamber Alliance event and noted all the museum activities
- Attended League of Cities luncheon
- Mayor Johnson and I presented scholarships at the UHS Awards Ceremony

## STAFF

### **Public Works Director Aaron Mercer**

- DOT landscape plans were submitted to the DOT and hopefully they will come back with no comments

### **Police Chief Adam Bolton**

- Click it or Ticket going on now
- Rifle qualifications are ongoing
- Described a new program of teaching courses to the officers by the supervisor on shift in order to help the officers

**President Wright** announced the upcoming meetings and events.

**City Manager Blankenship** noted the Lake Legislative Mixer by Chamber Alliance will be held on June 13<sup>th</sup> in Leesburg. It gives people a chance to mingle with the legislators.

**Meeting adjourned 7:36 p.m.**

  
\_\_\_\_\_  
Laura Wright  
Council President

**ATTEST:**

  
\_\_\_\_\_  
Karen H. Howard, CMC  
City Clerk

# FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME PURVIS HENRY SCOTT	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE UMATILLA CITY COUNCIL
MAILING ADDRESS 600 CRESCENT STREET	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY UMATILLA	COUNTY LAKE
DATE ON WHICH VOTE OCCURRED MAY 15, 2018	NAME OF POLITICAL SUBDIVISION: CITY OF UMATILLA  MY POSITION IS: <input checked="" type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTIVE

## WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

## INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

\* \* \* \* \*

### ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

\* \* \* \* \*

### APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

**IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:**

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)



**APPOINTED OFFICERS (continued)**

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

**DISCLOSURE OF LOCAL OFFICER'S INTEREST**

I, HENRY SCOTT PURVIS, hereby disclose that on MAY 15, 20 18 :

(a) A measure came or will come before my agency which (check one or more)


- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, \_\_\_\_\_ ;
- inured to the special gain or loss of my relative, \_\_\_\_\_ ;
- inured to the special gain or loss of \_\_\_\_\_, by whom I am retained; or
- inured to the special gain or loss of \_\_\_\_\_, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

I am the Vice President and co-owner of Utility Technicians. My firm was the low bid contractor on Project 2018- A Sanitary Sewer Smoke Test.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

May 15 2018  
Date Filed

  
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.



RECEIVED  
MAY 18 2018  
BY: \_\_\_\_\_

[www.lakevotes.com](http://www.lakevotes.com)

315 W. Main St., Suite 144 • P.O. Box 457 • Tavares, FL 32778 P 352-343-9734 F 352-343-3605 E [hays@lakevotes.com](mailto:hays@lakevotes.com)

May 14, 2018

Ms. Karen Howard, City Clerk  
P. O. Box 2286  
Umatilla, FL 32784

Dear Ms. Howard:

This letter is to inform you that our office is in receipt of Form 3A, Interest in Competitive Bid for Public Business, from Henry Scott Purvis, who will be bidding on the following competitive bids:

City of Umatilla – Sanitary Sewer Smoke Testing, Bid No. 2018-A

City of Umatilla – Lake Umatilla Storm Water Improvement Project, Bid No. 2018-B

Please let our office know if you need any further information.

Sincerely,

D. Alan Hays, DMD  
Supervisor of Elections, Lake County

OUR COMMITMENT

✓ Voter Confidence ✓ Excellent Service ✓ Accurate & Efficient Elections ✓ Responsible Financial Stewardship