

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

Pledge led by **President Wright** and invocation given by **Pastor Polly Kammer**.

**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, 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:

**AGENDA REVIEW**

**City Manager Blankenship** requested adding a presentation by **Peter Green** speaking about the runway extension Environmental Assessment and **Jack Thompson** to provide information on an upcoming Joint Participation Agreement from FDOT.

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

**MINUTES REVIEW**

1 Minutes, City Council meeting, April 17, 2018

**MOTION by Olson; SECOND by Purvis; to approve the Minutes for the City Council meeting of April 17, 2018. Motion carried.**

**PUBLIC COMMENT**

None

**PRESENTATION**

**Peter Green** of Environmental Science Associates, sub consultant to GAI. To give you a brief overview of project and process for FAA. We are preparing environmental document for FAA for an additional 500 feet of runway at the airport, an extension to the north taking the runway from 2,500 to 3,000 feet.

The purpose of the project is to remove restrictions some of the aircraft are experiencing. The additional pavement will provide flexibility for the users of the airport and it may increase activity at the airport a little bit, while not changing the character of the airport. For instance, it would not attract large aircraft or jets.

The FAA has decisions and approvals to make and require they consider the environmental effects of their decisions and action. We follow FAA guidelines and at the end of the process the FAA will accept and sign the document. It describes the project, looking at alternatives. The document will describe the existing conditions in more than 20 categories of impacts and describe what the change will be if the additional 500 feet of runway is added. Later this year we will come back with a draft. There will be at least 30 days for other agencies and the public to review. We will have another, larger public meeting to which the public will be invited where we will talk specifically what the impacts will be. We are at the beginning of the process and we will get comments from the public and other agencies. The comments will be addressed in the document.

The FAA will either issue a finding of no significant impact or to prepare an environmental impact statement. Based on my experience I believe the finding will be of no significant impact. We will lay everything about for the FAA to consider. It important we have local public input. Everyone will know what the impacts or lack of impacts will be.

We will look at alternatives as required. We have collected a lot of information at the airport. We have looked at the area and will be starting the impact evaluation.

**Jack Thompson** reported FDOT is writing a grant to provide 80% of the estimated costs of the partial parallel taxiway. Once the costs are determined DOT will write a supplemental JPA to fund the project at 100%. This will be on the May 15<sup>th</sup>. We can advertise in June and be under construction shortly thereafter. The project should be completed by the end of the year. This project is a safety issue.

Discussion ensued regarding avoiding the conflict with the fences. **City Manager Blankenship** said the parcel closest to the runway is critical and we have a willing seller. **Mr. Thompson** reported we have done the due diligence on the property and the purchase has been funded by DOT.

#### **PUBLIC HEARINGS/ORDINANCES/RESOLUTIONS**

2 Resolution 2018 – 15 Vista Manor Plat Vacation – Postpone to a date certain of May 15, 2018

**City Manager Blankenship** said the applicant has requested postponement to a date certain of May 15<sup>th</sup>.

**MOTION by Purvis; SECOND by Olson; to approve postponing Resolution 2018 – 15 to a date certain of May 15, 2018. Motion carried.**

3 Resolution 2018 – 17 Water Meter Financing  
**City Attorney Stone** read the resolution by title:

#### **RESOLUTION 2018 - 17**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UMATILLA, FLORIDA, AUTHORIZING THE EXECUTION AND DELIVERY OF A FINANCING AGREEMENT AUTHORIZING THE PURCHASE OF NEPTUNE R900i WATER METERS AND MOBILE READING SYSTEM; AUTHORIZING THE EXECUTION BY THE MAYOR OR CITY MANAGER OF DOCUMENTS AS MAY BE NECESSARY TO COMPLETE THE TRANSACTIONS CONTEMPLATED HEREIN; AND PROVIDING FOR AN EFFECTIVE DATE.**

**City Manager Blankenship** said the resolution authorizes the purchase of radio read water meters through Chase financing.

**MOTION by Olson; SECOND by Butler; to approve Resolution 2018 – 17 financing for the purchase of Radio Read Water Meters with the amount to be financed of \$140,325 for a ten year term with an interest rate of 3.87% .**

Extensive discussion took place with **Council member Purvis** cautioning the life expectancy of the meters may not be ten years as represented by the salesman. He added that in his experience the meters do not necessary meet that life expectancy and sometimes have other issues that involve additional maintenance. He also cautioned that meter sites should be visited periodically.

**Council member Purvis** asked what is the warranty on the meters? **Public Works Director Aaron Mercer** responded he would check.

Discussion took place on changing technology and other potential maintenance.

**Mr. Blankenship** noted currently it takes two people 2.5 days to read the meters. We are trying to automate. You bring up a good point; perhaps a quarterly visit to the meters is warranted.

**Mr. Mercer** said we have replaced some heads on the current radio reads and have had some rereads We gain 48 days over the course of a year for staff to be addressing other projects. There are more benefits than the simple math.

**Council members Olson, Adams, and Butler** believed the benefits outweighed.

**Motion carried.**

## NEW BUSINESS

### 4 Residential Design Standards – Sherie Lindh, LPG Urban and Regional Planners

**City Manager Blankenship** noted there are no specifics tonight depending on the council's pleasure we will go back, do our homework, and bring something back at a later date. Growth is coming, based on previously approved PUDs and could increase our population by 30-35%. We are looking at assessment and impact fees. Other cities are looking at design standards. We want to look at design standards to make certain our growth is based on good decision making.

**Sherie Lindh**, LPG Regional Planners, as new developments come in design standards are now being considered to ensure quality construction standards to protect property values. You want to encourage streetscapes and walkability.

For example, Groveland requires diversity of floor plans and models, a diversity of architectural details and a percentage of recessed garages. This does not work as well for in-fill construction.

Small lots work well in some instances. The trend now is the 55+ communities and millennials want smaller lots since they do not want to take care of a lawn or want to travel. Small lots work with rear loading garages and allow for unique architecture.

The problem with 40' lots there is no room to store boats or RVs or even accessory units like sheds. Some developments address that by having an area set aside for storage.

The cities of Fruitland Park and Leesburg have residential design standards and require all developments to be Planned Unit Developments. Architectural details are required with typically three different types of details such as siding or stucco and 35% stone. If you wanted to do something like Veteran's Village the Council and Community Development Director can allow something else if it meets approval.

Hunter Oaks in Umatilla is a very nice subdivision but would not fit in with Groveland's regulations. Many are required to have recessed garages and front porches. You need to have to take into account the parameters. Most people prefer the rear garages but there can be issues with alleyways. The cookie cutter approach is not in favor because everything looks alike.

Umatilla has distinct communities and have different styles all around. I will work with **Aaron and Scott** to come up with some type of standard.

**City Manager Blankenship** said we are trying to get in front of this. SB we are trying to get in front of this with development coming. We want to make sure we are doing things the right way.

Discussion took place on commercial design standards.

Sherie noted design standards in the packet. Lake County is working on design standards

**President Wright** said a public workshop should be scheduled for our residents.

**City Manager Blankenship** said we will bring something back for review by the Council.

### 5 UHS Scholarship

Sheets with totals of the scholarship submittals were placed on the dais.

Discussion took place regarding the applications received that did not meet the submittal requirements. **City Manager Blankenship** said next year the elected officials would not be seeing those not submitted on time.

**Council consensus to award the \$500 city scholarship to Giselle Martinez with a high score of 92.**

## GENERAL DISCUSSION

Planning & Zoning Board

**City Manager Blankenship** said the P&Z Board does not meet very often. I talked to **Attorney Stone** about the City Council becoming the zoning agency.

**Attorney Stone** commented he had seen this done a few different ways. The idea of the P&Z Board is that when there is a voluminous application that comes through there a group of people with special expertise in the areas of construction, real estate, or planning that can look at the application, make technical decisions, and to help narrow down the issues that are brought before the Council. In Umatilla that has not been the reality because the Council will sometimes end up giving things a more in-depth review because they have more experience with the issues.

We have a redundancy and a review by P&Z that is not as thorough as the one by Council. I have seen cities take a Board like P&Z and make the Council the Board; that can be permanent or that can be temporary.

This council sits as the Land Planning Agency and the CRA. This council could change its ordinances to designate itself from time to time when it feels it is appropriate as the Planning and Zoning Board.

Wildwood does their Zoning through use of a Special Master, putting it in the hands of one person to make recommendations.

This can be done in a variety of different ways. What would make sense is our Code is littered throughout with references of what the P&Z will do, what will go to the P&Z before they come to Council, as some things do and some things do not.

Rather than revise our entire code and remove any references to the P&Z it would be easier to add something stating that the Council can designate itself as P&Z. Everywhere something says it would go to P&Z it would come to the Council sitting as the P&Z. We can write it in such a way that we would not have to open and close meetings. I like the idea of leaving the Planning & Zoning Board references in the Code so if a future Council determines they wish to reinstate the Board, appoint new members and assign the Planning review duties back to this Board.

Staff thinks if the Council is interested in being the one board to hear these things that might be a reasonable way to approach it.

You have a PZ board that has some volunteers who are dedicated to it and have provided a valuable service to the city. Right now we are having a hard time getting a quorum. The way our Code is written if the P&Z meeting is not held the developer can opt to go directly to Council. If we do not have a quorum and advertised the meetings that cannot be held.

Discussion focused making the change to the Council having the ability to do this. It is the same staff and recommendations.

**Attorney Stone** noted the Council could always appoint an ad hoc committee to review applications.

**Council consensus was to bring changes back to the Council.**

**Attorney Stone** said as we draft that changes we will leave a skeleton in so the work so the Council can delegate the work to P&Z.

## **REPORTS**

### **COUNCIL MEMBERS**

#### **Adams**

- Attended the MPO League of Cities Academy over the weekend
- The Museum will have over 100 kids come tour in the next few weeks

#### **Olson**

- Invited people to the peach farm. **Mr. Purvis** noted Sunday is a fundraiser for youth at FBC

## **STAFF**

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

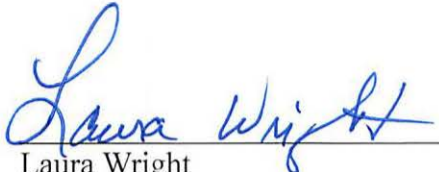
- Held pre-bid meeting for the smoke test project; bid opening is May 10<sup>th</sup>

**Wright**


- Community Service Award Banquet is May 9<sup>th</sup>
- Chamber Breakfast is Thursday and the Veterans Village will be there.

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

**Meeting adjourned 8:02 p.m.**

  
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Laura Wright  
Council President

**ATTEST:**

  
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Karen H. Howard, CMC  
City Clerk