

MINUTES, UMATILLA CITY COUNCIL MEETING
APRIL 17, 2018 7:00 P.M.
COUNCIL CHAMBERS, 1 S CENTRAL AVENUE, UMATILLA, FL

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

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

ROLL CALL

IN ATTENDANCE: 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 Clerk Karen Howard
ABSENT: City Manager Scott Blankenship; President Laura Wright

AGENDA REVIEW

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

CONSENT AGENDA

- 1 Minutes, City Council meeting, April 3, 2018
- 2 Resolution 2018 – 16 Kiwanis 5K For the Kids
- 3 Resolution 2018 – 18 SJRWMD Reduced Permit Fee

MOTION by Olson; SECOND by Purvis; to approve the Consent Agenda as is. Motion carried.

PUBLIC COMMENT

None

PUBLIC HEARINGS/ORDINANCES/RESOLUTIONS

- 4 Resolution 2018 – 13 Lake County Interlocal Agreement

City Attorney Kevin Stone read the resolution by title:

RESOLUTION 2018 – 13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UMATILLA, FLORIDA, APPROVING AN INTERLOCAL AGREEMENT WITH LAKE COUNTY, FLORIDA, RELATING TO LOCAL OPTION FUEL TAX; AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT; PROVIDING FOR AN EFFECTIVE DATE.

Public Works Director Aaron Mercer said City Manager Blankenship was ready to move forward with this resolution after learning the other City Managers were in consensus about adoption of the Interlocal based on the current split if it is approved by the voters.

MOTION by Olson; SECOND by Purvis; to approve Resolution 2018-13 Interlocal Agreement Local Option Gas Tax. Motion carried.

- 5 Resolution 2018 – 15 Vacating Plat – Vista Manor

MOTION by Purvis; SECOND by Adams; to postpone Resolution 2018 – 15 to a date certain of May 1st. Motion carried.

NEW BUSINESS

- 6 Impact Fee Study

Mr. Mercer said at the last meeting staff was directed to obtain a proposal for a fee study for the establishment of impact fees for police, fire, and recreation services. Impact fees would be charged on new construction only.

PRMG provided a proposal for \$36,000 for a scope of services which includes:

- Review of data provided by the city to develop proposed impact fees for police, fire and recreational services
- Evaluation of current service area demographics and forecast of future needs
- Capital costs for meeting service requirements for new customers
- Design of impact fees based on customer classification for police and fire; residential customers for recreational services
- Comparison of fees with surrounding agencies
- Preparation of ordinances
- Presentation of study assumptions and analyses and conclusion and recommendations to the City Council and public.

The proposed timeline is at the end of September 2018.

This is not a budgeted item and payment will need to come from General Fund reserves if you choose to move forward.

MOTION by Olson; SECOND by Purvis

Discussion: **Finance Director Regina Frazier** reported there is \$683,000 in general fund reserves that are unrestricted. If approved I will include it on next month's mid-year budget amendment.

; to approve engaging PRMG to perform an impact fee study covering Police, Fire and Recreation Impact Fees in the amount of \$36,000. Motion carried.

7. Museum Roof

Mr. Mercer said leaks in the museum have been reported. The roof has been patched but it needs to be replaced. We obtained quotes from local roofers. There are some photos in your packet showing the product. Tariffs will soon be going into effect and contractors have been advised that the cost of metal will double by June.

Staff recommends approval so the work can be done before the price increase. The project can be funded through Infrastructure Reserves and will come back as a budget amendment. **Mr. Mercer** noted there may be wood damage but the old shingles will need to be removed to determine damage.

MOTION by Olson; SECOND by Purvis

Discussion: **Finance Director Regina Frazier** said we can use either General Fund Reserves or Infrastructure Reserves; there is an unrestricted fund balance of \$32,000 in Infrastructure.

; to approve awarding Museum roofing project to John Murphy in the amount of \$24,000. Motion carried.

8 Reschedule Fire Assessment Workshop

Mr. Mercer said it is necessary to reschedule the Fire Assessment Fee Workshop. The two best dates for **Sandi Walker** are Wednesday, May 9th or Thursday, May 10th. Staff suggests the meeting be set for 6 p.m.

Council consensus to set the workshop for 6 p.m. Thursday May 10, 2018.

GENERAL DISCUSSION

Council member Adams announced the Historic Museum is going to receive an award in the Arts & Culture category during the League of Cities Community Award Dinner. The new MPO Director which was hired decided not to take the job.

REPORTS

Mayor Johnson reported:

- The Golf Tournament at Black Bear was successful
- She will be attending the Florida League of Mayors political forum

COUNCIL MEMBERS

Council member Purvis reported:

- He enjoyed the Golf Tourney and noted it was good to see the city vendors in attendance

STAFF

Public Works Director Aaron Mercer reported:

- Bid for the smoke test from the REDI grant was advertised
- Construction on the airport hangars is complete
- The CDBG environmental study is ongoing; it takes six to eight months
- The solid waste RFP is being reviewed by the City Attorney and we hope to have it ready for bid soon
- The DOT landscape design is ready to be submitted to DOT
- FRDAP grant is almost done in Cadwell Park with the installation of an 8' sidewalk.

Police Chief Adam Bolton reported:

- Thursday we are holding training for Recovery Village's emergency operation plan
- There will also be training at Lakeview Terrace
- The Mock DUI at Umatilla High School went very well with participation from the county and other local municipalities

Vice President Butler noted the other report in the packet and announced the upcoming meetings and events.

Meeting adjourned 7:21 p.m.

ATTEST:



Brian Butler
Council Vice President



Karen H. Howard, CMC
City Clerk