



UMATILLA CITY COUNCIL MEETING

January 21, 2025 at 6:00 PM

Council Chambers, 1 S. Central Avenue, Umatilla, Florida 32784

AGENDA

Please silence your electronic devices

PLEDGE OF ALLEGIANCE AND INVOCATION

CALL TO ORDER

ROLL CALL

AGENDA REVIEW

MINUTES REVIEW

1. Approval of Meeting Minutes
-January 7, 2025, Regular City Council Minutes

PRESENTATIONS

PUBLIC COMMENT

At this point in the meeting, the Umatilla City Council will hear questions, comments and concerns from the public.

Please write your name and address on the paper provided at the podium. Zoning or code enforcement matters which may be coming before the Council at a later date should not be discussed until such time as they come before the Council in a public hearing. Comments, questions, and concerns from the public regarding items listed on this agenda shall be received at the time the Council addresses such items during this meeting. Public comments are generally limited to three minutes.

CONSENT AGENDA

2. City of Umatilla Investment Plan Update
3. Letter of Concern regarding proposed acquisition of PRM broker

PUBLIC HEARING / ORDINANCES / RESOLUTIONS

4. First Reading of Ordinance No. 2025-A, Annexation Incentive Program
5. First Reading of Ordinance No. 2025-B, Septic to Sewer Incentive Program
6. First Reading of Ordinance No. 2025-C, Public Notices

NEW BUSINESS

7. Consulting Contract with Scott Blankenship and the City of Umatilla

BOARD APPOINTMENTS

8. Public Risk Management (PRM) voting delegates for the Property/Casualty and Worker's

Compensation Coverage and Group Health Insurance Boards

9. Appointment to Lake County League of Cities

REPORTS

10. City Attorney Report

-Employee Contract with Aaron Mercer and the City of Umatilla

11. Staff Reports

ADJOURNMENT

Individuals with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk at least two (2) working days in advance of the meeting date and time at (352)669-3125. F.S. 286.0105 If a person decides to appeal any decision or recommendation made by Council with respect to any matter considered at this meeting, he will need record of the proceedings, and that for such purposes, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Any invocation that may be offered before the official start of the Council meeting is and shall be the voluntary offering of a private citizen to and for the benefit of the Council pursuant to Resolution 2014-43. The views and beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Council and do not necessarily represent their individual religious beliefs, nor are the views or beliefs expressed intended to suggest allegiance to or preference for any particular religion, denomination, faith, creed, or belief by the Council or the City. No person in attendance at this meeting is or shall be required to participate in any invocation and such decision whether or not to participate will have no impact on his or her right to actively participate in the public meeting.

The City of Umatilla is an equal opportunity provider and employer.



UMATILLA CITY COUNCIL MEETING

January 7, 2025 at 6:00 PM

Council Chambers, 1 S. Central Avenue, Umatilla, Florida 32784

MINUTES

PLEDGE OF ALLEGIANCE AND INVOCATION

CALL TO ORDER

Having been duly advertised as required by law, Mayor Creech led the Pledge of Allegiance, gave the Invocation, and called the Regular City Council Meeting to order at 6:00 pm.

ROLL CALL

MEMBERS PRESENT

Chris Creech, Mayor
Katherine Adams, Vice Mayor
John Nichols, Council Member
Fred Fetterolf, Council Member
Bear Crockett, Council Member

NOT PRESENT

ALSO PRESENT

Scott Blankenship, City Manager
Jessica Burnham, City Clerk
Kevin Stone, City Attorney
Aaron Mercer, Development and Public Services Director
Regina Frazier, Finance Director
Vaughan Nilson, Public Works Director
Amy Stultz, Library Director
Adam Bolton, Chief of Police
Misti Lambert, Assistant to the City Manager

AGENDA REVIEW

MOTION BY VICE MAYOR ADAMS TO APPROVE THE AGENDA; SECONDED BY COUNCIL MEMBER CROCKETT. MOTION WAS APPROVED BY A UNANIMOUS VOICE VOTE.

DISCUSSION

1. Discussion on Leasing Space to Commercial Businesses at City Parks

Aaron Mercer, Development and Public Services Director, provided the council with an overview of the item. A fitness business has been holding outdoor fitness classes at South Side Park, specifically on the basketball courts. A local resident submitted a complaint about the commercial use of the park. Staff reviewed the

situation and found that the city lacks a formal policy or process for regulating commercial activities in parks, including guidelines for businesses to operate or obtain permits for such use.

A discussion followed regarding the various approaches that could be taken to address this matter.

Mayor Creech opened public comment

Public comment

City Clerk Burnham read into the record a letter that was sent in from resident Mr. Greg Starr.

Izabelle Beard, owner of Tila Fit, discussed her business and its positive impact on the community. She highlighted how Tila Fit promotes health and wellness, providing valuable fitness services that contribute to the well-being of local residents.

Colin, co-owner of Tila Fit, shared insights on the benefits of their business and outlined their future plans, emphasizing their commitment to growth and further enhancing the community's health and fitness offerings.

Karen Purvis spoke about her initial intimidation with going to the gym and how Tila Fit has helped her overcome that challenge, ultimately improving her health and fitness.

Lisa Durant highlighted that profits from various exercise programs, including yoga, are being generated in parks across the area, offering accessible fitness opportunities to the community.

Josh Kendrick spoke in favor of having commercial businesses in city parks, noting how such services have greatly benefited his family, particularly helping his wife with her health issues.

Mayor Creech closed public comment.

Discussion took place on the different options for the possibility of policy within the City Parks.

The City Council agreed to implement a Conditional Use Permit (CUP) for businesses seeking to rent the park for commercial activities. This permit will serve as a requirement for any business wishing to utilize the park space for such purposes. Under the new arrangement, the approval and oversight of these commercial uses will be managed by City staff, ensuring that all activities align with the city's regulations and goals. This process will allow the city to maintain control over how the park is used, while providing businesses with a clear framework for renting the space for their commercial events or operations.

MINUTES REVIEW

2. Approval of Meeting Minutes
- December 17, 2024, Regular City Council Minutes

MOTION BY COUNCIL MEMBER NICHOLS TO APPROVE THE DECEMBER 17, 2024, REGULAR CITY COUNCIL MINUTES; SECONDED BY VICE MAYOR ADAMS. MOTION WAS APPROVED BY A UNANIMOUS VOICE VOTE.

PRESENTATIONS

PUBLIC COMMENT

Mayor Creech opened public comment

No one spoke

Mayor Creech closed public comment

CONSENT AGENDA

3. Resolution No. 2025-01, City-Wide Yard Sale 2025

MOTION BY COUNCIL MEMBER NICHOLS TO APPROVE THE CONSENT AGENDA; SECONDED BY VICE MAYOR ADAMS; MOTION WAS APPROVED BY A UNANIMOUS VOICE VOTE.

PUBLIC HEARING / ORDINANCES / RESOLUTIONS

NEW BUSINESS

4. Agreement with the City of Umatilla and DB Civil for State Road 19 Water Line Project

Mr. Mercer provided background on the agenda item, noting that the City Council had previously approved the bid award to DB Civil Construction, LLC for \$1,167,910. The contract, bid bond, and supporting documents have been reviewed by the City Engineer and City Attorney and meet the City's requirements. The project is funded by the State's Revolving Fund Loan (SRF).

MOTION BY COUNCIL MEMBER NICHOLS TO APPROVE THE AGREEMENT WITH THE CITY OF UMATILLA AND DB CIVIL FOR STATE ROAD 19 WATER LINE PROJECT; SECONDED BY COUNCIL MEMBER CROCKETT. MOTION WAS APPROVED BY A UNANIMOUS VOICE VOTE.

5. Purchase and Sale Agreement between the City of Umatilla and Philips Realty, LLC

Mayor Creech recused himself from the next two agenda items and filed a form 8B with the City Clerk.

Attorney Stone provided an overview of the agenda item, presenting a Purchase and Sale Agreement (PSA) for the City of Umatilla to repurchase property previously sold to Phillips Realty, LLC. The property, located on Golden Gem Drive, was sold with a Repurchase Right, allowing the City to buy it back if Phillips no longer needed it for its intended use. Phillips has informed the City that they no longer plan to build a manufacturing facility and have requested the City exercise its right to repurchase the property.

MOTION BY COUNCIL MEMBER FETTEROLF TO APPROVE THE PURCHASE AND SALE AGREEMENT BETWEEN THE CITY OF UMATILLA AND PHILIPS REALTY, LLC; SECONDED

BY COUNCIL MEMBER NICHOLS. MOTION WAS APPROVED BY A UNANIMOUS VOICE VOTE.

DISCUSSION COUNTINUED

6. Scott Purvis, Duck Box Properties LLC, Wants to Discuss Developing the former Spray Field Property into an Industrial Park

Scott Purvis with Duck Box Properties LLC, presented a vision for developing the former spray field property into an industrial park. Mr. Purvis made an offer to purchase the property for \$900,000, with a proposed closing date of February 15th. A conceptual plan was prepared and submitted for the record, and Mr. Purvis indicated he could provide a contract within 48 hours.

A discussion followed regarding the potential development of the land. City Council expressed interest in the offer and directed Attorney Stone to work on a form of contract.

7. Discussion on 195 Bulldog Lane and 208 Lori Court

Attorney Stone presented the background information and formally introduced Cynthia O'Donnell with Stone and Gerken who stated the following in 2017, the property at 195 Bulldog Lane, owned by Betty J. Atkinson, was found in violation of Umatilla Code of Ordinances for overgrown grass and abandoned vehicles. A hearing was held, and a fine of \$50 per day was imposed after the property remained non-compliant. In 2018, it was discovered that the property had been fraudulently transferred to Jose Olivencia via a quit claim deed. A second case was opened against Olivencia, but notices were returned undelivered. The fines for both properties ran concurrently. In September 2021, a family member of Atkinson regained ownership of 195 Bulldog Lane, brought it into compliance, and maintained it since.

The property at 208 Lori Court, also owned by Atkinson, had ongoing violations related to poor maintenance, including a hole in the roof and overgrown grass. The case was initiated in November 2018, and violations were not addressed until March 2021. Fines of \$50 per day were imposed, with a finding of fact on January 31, 2019, and certification of the fine on May 15, 2019.

Ms. Merideth Nagel, legal representative for Atkinson, explained that Ms. Atkinson's health issues prevented her from maintaining the properties, and her family was unable to assist due to the fraudulent deed issue, which has since been resolved by the courts. Ms. Nagel requested that the City Council consider waiving the fines and liens in exchange for a payment of \$7,500 and the required easement for the city.

The City Council discussed the violations and considered the request from the Atkinson family

The City Council presented two options: Option one involved a \$25,000 fine, while option two proposed the city purchasing 195 Bulldog Lane for \$25,000, which would eliminate the remaining fines for both properties.

Ms. Nagel stated she would bring both options back to her client and would be in touch with the City.

REPORTS

8. Staff Reports

Mr. Blankenship announced his retirement, effective at the end of the month. A discussion followed regarding a

succession plan, with Mr. Blankenship recommending Mr. Mercer for the position as the most seamless transition.

Mayor Creech proposed appointing Mr. Mercer as Interim City Manager starting February 1 for a 12-month term, with a review after 6 months. He also suggested putting Mr. Blankenship under a contract for 12 months to provide support to Mr. Mercer as needed.

The City Council approved the proposal and directed Attorney Stone to draft the agreements for both positions.

Attorney Stone had nothing to report.

Council Member Fetterolf had nothing to report.

Council Member Crockett had nothing to report.

Vice Mayor Adams had nothing to report

Council Member Nichols had nothing to report

Chief Bolton had nothing to report

Ms. Frazier had nothing to report

Mr. Mercer had nothing to report

Ms. Stultz had nothing to report

Mr. Nilson had nothing to report

Ms. Lambert had nothing to report.

ADJOURNMENT

With no further business for discussion, the meeting adjourned at approximately 8:00 p.m.

Christopher Creech, Mayor

Jessica Burnham, FCRM
City Clerk

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

LAST NAME—FIRST NAME—MIDDLE NAME Creech, Christopher, Ryan	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Umatilla City Council
MAILING ADDRESS 41620 Silver Dr	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: ☒ CITY ☐ COUNTY ☐ OTHER LOCAL AGENCY
CITY COUNTY Umatilla, FL Lake	NAME OF POLITICAL SUBDIVISION:
DATE ON WHICH VOTE OCCURRED 1/7/25	MY POSITION IS: ☒ ELECTIVE ☐ 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, Christopher Ryan Creech, hereby disclose that on January 7, 20 25 :

(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:

Purchase and Sale Agreement between the City of Umatilla and Philips Realty, LLC

Discussion item - Scott Purvis, Duck Box Properties LLC, to discuss developing the former Spray Field Property into an Industrial Park

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.

1/7/25

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.



CITY OF UMATILLA AGENDA ITEM STAFF REPORT

DATE: January 13, 2025

MEETING DATE: January 21, 2025

SUBJECT: City of Umatilla Investment Plan Update

BACKGROUND SUMMARY:

The City's Investment Policy was approved by City Council on September 3, 2024. This update adds the requirement of annual continuing education to be completed by the Finance Director as required by Florida Statute (Item IX).

RECOMMENDATIONS:

Approval

FISCAL IMPACTS:

N/A

ATTACHMENTS:

1. Investment Policy
-



CITY OF UMATILLA

INVESTMENT POLICY

PURPOSE

The purpose of this Investment Policy is to establish guidelines for the investment of municipal funds, ensuring the highest investment return with the preservation of capital and liquidity, while meeting the daily cash flow demands of the City and conforming to all state statutes and local ordinances governing the investment of public funds.

DISCUSSION

This policy applies to the investment activities of the City of Umatilla (City) with respect to funds not required for immediate expenditure. It encompasses all financial assets held by the City, including but not limited to general funds, special revenue funds, capital project funds, and any other funds held in trust or in the custody of the City.

POLICY

- I. Objectives - The primary objectives, in priority order, of the City's investment activities are:
 - A. Safety: The preservation of capital is the foremost objective. Investments shall be undertaken in a manner that ensures the preservation of the principal.
 - B. Liquidity: The investment portfolio shall remain sufficiently liquid to meet all operating and capital requirements.
 - C. Yield: The investment portfolio shall be managed to attain a market rate of return consistent with the primary objectives of safety and liquidity.

II. Prudence

The standard of prudence to be used by investment officials shall be the "prudent person" standard, which states that investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs. Investment officers acting in accordance with this policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes.

III. Delegation of Authority

Management responsibility for the investment program is hereby delegated to the Finance & Administration Director (Finance Director) who shall act in accordance with established procedures and internal controls consistent with this policy.

IV. Authorized Dealers and Financial Institutions

The Finance Director will maintain a list of authorized financial institutions and security dealers selected based on their creditworthiness, and must include all primary dealers and any other financial institutions that have met the criteria established in the City's investment procedures.

V. Authorized and Suitable Investments - The City is authorized to invest in the following types of securities, subject to the limitations imposed by state law and this policy:

- A. U.S. Treasury securities and government agency bonds.
- B. Certificates of deposit (CDs) from banks with FDIC insurance.
- C. Commercial paper rated A-1 or better by a recognized rating agency.
- D. Repurchase agreements secured by U.S. government obligations.
- E. Local government investment pools (LGIPs) established by state law.
- F. Bonds issued by the municipality or other governmental entities.

VI. Diversification

The City shall diversify its investments to the best of its ability based on the type of funds invested and the cash flow needs of those funds. Diversification can be by security type and institution to minimize the risk of loss resulting from over-concentration in a specific maturity, issuer, or class of securities.

VII. Safekeeping and Custody

All security transactions shall be conducted on a delivery-versus-payment (DVP) basis to ensure that securities are deposited in the City's safekeeping institution prior to the release of funds. Securities shall be held by a third-party custodian designated by the Finance Director and evidenced by safekeeping receipts and a written custodial agreement.

VIII. Internal Controls

The Finance Director is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the municipality are protected from loss, theft, or misuse. The internal controls shall be reviewed annually by an independent auditor.

IX. Continuing Education

The Finance Director must annually complete 8 hours of continuing education in subjects or courses of study related to investment practices and products.

X. Reporting

The Finance Director shall prepare an investment report at least quarterly. The report shall include a summary of securities held, current market valuations, and a summary of transactions during the period. The report shall also confirm that the portfolio is in compliance with this policy and applicable state laws. An annual report should also be provided to the City Council.

XI. Policy Review

This investment policy shall be reviewed annually by the Finance Director and approved by the City Council of the City of Umatilla. Any modifications to this policy must be approved by the City Council.



CITY OF UMATILLA AGENDA ITEM STAFF REPORT

DATE: January 16, 2025

MEETING DATE: January 21, 2025

SUBJECT: Letter of Concern regarding proposed acquisition of PRM broker

BACKGROUND SUMMARY:

Public Risk Management (PRM) is the insurance pool that the City uses for its property and casualty insurance as well as our health insurance. Assured Partners is the parent company of World Risk Management (WRM) who is the broker for PRM. There is currently a proposed acquisition of Assured Partners by Arthur J Gallagher & Co (AJG) which could have negative implications for PRM. AJG is currently a competitor in the marketplace for brokerage services and in fact used to be the broker of record for PRM. They were replaced several years ago by Assured Partners through the solicitation process. At that time, and still today, there are only 3 brokerage firms that provide these services so it is the consensus of PRM and its members that combining 2 of them would not be prudent and would leave only 2 firms in the market.

PRM has sent a letter of concern to the Federal Trade Commission, the U.S. Department of Justice and the Florida Office of the Attorney General. As a member of PRM, the City should also send a letter expressing concern with this proposed acquisition.

RECOMMENDATIONS:

Send letter of concern to FTC, USDOJ and Florida Attorney General

FISCAL IMPACTS:

N/A

ATTACHMENTS:

1. Letter of Concern
-



City of Umatilla

"NATURE'S HOMETOWN"

January 16, 2025

Federal Trade Commission
600 Pennsylvania Avenue, NW
Washington, DC 20580

U.S. Department of Justice
950 Pennsylvania Avenue, NW
Washington, DC 20530

Office of the Attorney General
State of Florida
PL-01 The Capitol
Tallahassee, FL 32399

RE: **Letter of Concern – Proposed Acquisition of Assured Partners by
Arthur J. Gallagher & Co.**

To whom it may concern:

On behalf of the City of Umatilla, please accept this correspondence as a letter of concern that our entity has regarding the reported, or planned, acquisition by Arthur J Gallagher & Co. of Assured Partners with regards to health insurance coverage options, due to the fact that this merger or acquisition will eliminate one of the few major players in the local governmental entity insurance brokerage marketplace, and leave our entity, its public servants and their families with far fewer health insurance brokerage options than we already have, which are minimal. We are very concerned that such a proposed merger or acquisition would directly result in increasing health insurance premiums for our entity, its employees and families, due to a diminished health insurance brokerage marketplace with fewer options.

For those reasons, the City of Umatilla urgently requests that your entity conduct a thorough and rigorous investigation into the proposed acquisition and/or merger between Arthur J. Gallagher & Co. and Assured Partners to ensure that no antitrust or monopoly considerations result from same.

Thank you for your attention and consideration.

Sincerely,

Christopher Creech
Mayor

cc: Scott Blankenship, City Manager
Robbie Chartier, PRM Executive Director
PRM-GHT Executive Board of Directors



CITY OF UMATILLA AGENDA ITEM STAFF REPORT

DATE: January 14, 2025

MEETING DATE: January 21, 2025

SUBJECT: First Reading of Ordinance No. 2025-A, Annexation Incentive Program

BACKGROUND SUMMARY:

City staff is requesting approval of a Annexation Incentive Program that waives all fees associated with voluntary annexation applications and companion rezoning and future land use designation application fees.

This strategy is being utilized to foster economic growth, attract new businesses, and enhance the overall prosperity of the community, which will in turn will broaden the City's tax base to support essential public services.

Furthermore, this fee waiver will allow the City to be more competitive with neighboring cities and assist in creating a business friendly environment.

RECOMMENDATIONS:

Staff recommends a one-year moratorium for all fees associated with an Annexation Application.

FISCAL IMPACTS:

No cost to the City. Fee revenue reduction minimal followed by increase in ad valorem taxes in future years.

ATTACHMENTS:

1. Ordinance No. 2025-A, Annexation Incentive Program
 2. business-impact-estimate-Annexation Incentive Program
-

ORDINANCE NO. 2024-A

AN ORDINANCE OF THE CITY OF UMATILLA, FLORIDA, TEMPORARY SUSPENDING ALL FEES ASSOCIATED WITH VOLUNTARY ANNEXATION APPLICATIONS; PROVIDING FOR SCOPE; PROVIDING FOR DURATION; PROVIDING FOR EXCEPTIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Umatilla seeks to foster economic growth, attract new businesses, and enhance the overall prosperity of the community; and

WHEREAS, attracting new businesses to the City is vital to expanding the local economy, increasing employment opportunities, and raising the City's tax base to support essential public services and infrastructure; and

WHEREAS, the imposition of annexation fees and related costs has been identified as a barrier to economic development, making it more difficult for businesses to establish themselves within the City limits; and

WHEREAS, in order to remain competitive with neighboring municipalities and other regions, it is essential that the City create a business-friendly environment that encourages economic investment and growth; and

WHEREAS, eliminating annexation fees and related costs will make it easier for businesses to relocate to or expand within the City, thereby increasing the overall tax revenue from new commercial, industrial, and retail ventures; and

WHEREAS, the City Council finds that removing financial obstacles such as annexation fees and related costs will contribute to a more favorable business climate and stimulate the City's long-term economic development; and

WHEREAS, the City of Umatilla is committed to ensuring that the elimination of these fees will support sustainable growth, providing new businesses with opportunities to thrive while maintaining the City's commitment to balanced development and adequate service provision; and

WHEREAS, the City Council has the authority to impose such a moratorium pursuant to its home rule powers and Florida law;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF UMATILLA, FLORIDA:

Section 1. The above recitals are hereby adopted as findings of fact in support of this Ordinance.

Section 2. The City Council hereby authorizes the City Manager, or designee, to waive all application fees, including, but not limited to pass-through fees, associated with annexation, including the required change in use land use designation and rezoning fees, for all annexation applications received between the effective date and the expiration date of this Ordinance.

Section 3. This moratorium shall remain in effect for one (1) year from the effective date of this Ordinance, unless terminated earlier or extended by the City Council.

Section 4. All ordinances in conflict with this ordinance are hereby repealed.

Section 5. Should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any Court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

Section 6. This ordinance shall take effect immediately upon passage.

PASSED AND ORDAINED this _____ day of _____, 2024, by the City Council of the City of Umatilla, Florida.

Christopher Creech, Mayor
City of Umatilla, Florida

ATTEST:

Approved as to Form:

Jessica Burnham
City Clerk

Kevin Stone
City Attorney

Passed First Reading
Passed Second Reading
(SEAL)

Business Impact Estimate

This form should be included in agenda packet for the item under which the proposed ordinance is to be considered, and must be posted on the City's website by the time notice of the proposed ordinance is published.

Proposed ordinance's title/reference: **AN ORDINANCE OF THE CITY OF UMATILLA, FLORIDA, TEMPORARY SUSPENDING ALL FEES ASSOCIATED WITH VOLUNTARY ANNEXATION APPLICATIONS; PROVIDING FOR SCOPE; PROVIDING FOR DURATION; PROVIDING FOR EXCEPTIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.**

This Business Impact Estimate is provided in accordance with section 166.041(4), *Florida Statutes*.

1. Summary of the proposed ordinance (must include statement of the public purpose, such as serving the public health, safety, morals, and welfare):

To attract new businesses to the City, foster economic growth, and enhance the overall prosperity of the community.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City, if any:

(a) An estimate of direct compliance costs that businesses may reasonably incur; **N/A. If passed, businesses would not have to pay fees associated with annexing into the City of Umatilla. Once annexed, businesses would be required to pay the additional millage applied to City property.**

(b) Any new charge or fee imposed by the proposed ordinance, or for which businesses will be financially responsible; **Properties annexed would be required to pay the City's millage, in addition to the County millage.**

and

(c) An estimate of the City regulatory costs, including estimated revenues from any new charges or fees to cover such costs. **Unknown. Without knowing what, if any, businesses or properties will annex, it is not possible to estimate the revenue that could be collected.**

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance: **Any that would like to, and are eligible, to annex into the City of Umatilla.**

4. Additional information the governing body deems useful (if any): **This is a voluntary program looking to encourage annexation into the City of Umatilla.**



CITY OF UMATILLA

AGENDA ITEM STAFF REPORT

DATE: January 14, 2025

MEETING DATE: January 21, 2025

SUBJECT: First Reading of Ordinance No. 2025-B, Septic to Sewer Incentive Program

BACKGROUND SUMMARY:

City staff is requesting approval to fund a “septic to sewer” program to assist with our commitment to improving our quality of water resources.

Septic tanks have long been identified as a major pollutant to water quality throughout central Florida. With long range benefits in mind, this program will assist our residents with funding options for those who want to remove their septic system and connect to City sewer. The program would provide the following:

1. The City will cover the full cost of the sewer system impact fee for qualifying residents who connect to the sewer system under this Program.
2. Connection Service Fee: The City will cover up to \$2,500 of the connection service fee for qualifying residents, with the remaining balance to be paid by the resident.
3. Installment Payment Plan: For any remaining balance on the connection service fee, the City will allow eligible residents to finance the payment over a period of five (5) years, at an interest rate of 3% per annum.
4. Financial assistance offered through this Program shall be available for a limited time, with a one (1) year time frame for residents to apply and initiate the connection process.
5. After this one-year period, the Program may be extended or modified at the discretion of the City Council.

RECOMMENDATIONS:

Staff recommends approval of this program for one year.

FISCAL IMPACTS:

\$5,704.04 per homeowner, 49 lakefront properties totals \$279,498 potential cost

ATTACHMENTS:

1. ORDINANCE No. 2025-B septic to sewer
 2. business-impact-estimate-Septic to Sewer
-

ORDINANCE NO. 2025-B

AN ORDINANCE OF THE CITY OF UMATILLA, FLORIDA, ESTABLISHING A SEPTIC TO SEWER CONNECTION PROGRAM FOR CERTAIN LAKEFRONT RESIDENTS; PROVIDING FOR THE CITY TO COVER CERTAIN FEES ASSOCIATED WITH SEWER CONNECTION; CREATING AN INSTALLMENT PLAN FOR RESIDENTS; PROVIDING A TIME LIMIT FOR PARTICIPATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Umatilla is committed to preserving and improving the quality of its water resources, particularly the lakes which are a vital part of the community's environment and economy; and

WHEREAS, septic systems have been identified as a potential threat to water quality in the City's lakes, and transitioning from septic systems to a municipal sewer system would help to improve water quality and support the City's long-term environmental goals; and

WHEREAS, the City of Umatilla desires to encourage lakefront property owners to connect to the municipal sewer system as part of an initiative to reduce the environmental impact of septic systems; and

WHEREAS, the City recognizes the financial burden that may be associated with septic-to-sewer conversion and wishes to incentivize participation in the program through financial assistance to residents; and

WHEREAS, Florida Statute §381.00655 requires property owners to connect to publicly owned sewerage systems as they become available; and

WHEREAS, the City Council desires to exercise its police power to enact regulations for the health, safety and welfare of its residents to encourage property owners to transition from septic tanks to the municipal wastewater system.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF UMATILLA, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are hereby adopted as findings of fact in support of this Ordinance.

Section 2. The City Council of Umatilla hereby directs staff to establish a Septic to Sewer Conversion Program (the "Program") for eligible lakefront property owners who are located within the City's sewer service area.

Section 3. The Program is available to residential properties that are located within the municipal sewer service area and are currently utilizing septic systems for wastewater disposal. Priority for participation in the Program will be given to lakefront properties due to their potential environmental impact on water quality.

Section 4. To facilitate the conversion from septic to sewer, the City may provide the following financial assistance to eligible property owners:

- (a) **Impact Fee:** The City will cover the full cost of the sewer system impact fee for qualifying residents who connect to the sewer system under this Program.
- (b) **Connection Service Fee:** The City will cover up to \$2,500 of the connection service fee for qualifying residents, with the remaining balance to be paid by the resident.
- (c) **Installment Payment Plan:** For any remaining balance on the connection service fee, the City will allow eligible residents to finance the payment over a period of five (5) years, at an interest rate of 3% per annum.
- (d) **Lien on Property:** The City shall place a lien on the property for the amount of the connection service fee that remains unpaid until the total amount is paid in full.

Section 5. The financial assistance offered through this Program shall be available for a limited time, with a one (1) year time frame for residents to apply and initiate the connection process. After this one-year period, the Program may be extended or modified at the discretion of the City Council.

Section 6. The City shall be responsible for administering the Program, including but not limited to verifying eligibility, calculating fees, facilitating the lien process, and collecting payments from residents. The City may enter into agreements with contractors to provide services necessary for the completion of the sewer connections.

Section 7. By implementing this Program, the City of Umatilla aims to improve the quality of its lakes and other water resources, ensuring a healthier environment for current and future generations. This Program is an important step toward the City's long-term environmental stewardship and commitment to water conservation.

Section 8. If any section, subsection, sentence, clause, phrase, or word of this Ordinance is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

Section 9. This Ordinance shall become effective immediately upon its passage and adoption by the City Council of Umatilla, Florida.

PASSED AND ORDAINED this ____ day of _____, 2025, by the City Council of the City of Umatilla, Florida.

Christopher Creech, Mayor
City of Umatilla, Florida

ATTEST:

Jessica Burnham
City Clerk

Approved as to Form:

Kevin Stone
City Attorney

Passed First Reading
Passed Second Reading
(SEAL)

Business Impact Estimate

This form should be included in agenda packet for the item under which the proposed ordinance is to be considered, and must be posted on the City's website by the time notice of the proposed ordinance is published.

Proposed ordinance's title/reference: **AN ORDINANCE OF THE CITY OF UMATILLA, FLORIDA, ESTABLISHING A SEPTIC TO SEWER CONNECTION PROGRAM FOR CERTAIN LAKEFRONT RESIDENTS; PROVIDING FOR THE CITY TO COVER CERTAIN FEES ASSOCIATED WITH SEWER CONNECTION; CREATING AN INSTALLMENT PLAN FOR RESIDENTS; PROVIDING A TIME LIMIT FOR PARTICIPATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

This Business Impact Estimate is provided in accordance with section 166.041(4), *Florida Statutes*.

1. Summary of the proposed ordinance (must include statement of the public purpose, such as serving the public health, safety, morals, and welfare):

City of Umatilla desires to encourage lakefront property owners to connect to the municipal sewer system as part of an initiative to reduce the environmental impact of septic systems.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City, if any:

(a) An estimate of direct compliance costs that businesses may reasonably incur; **N/A**

(b) Any new charge or fee imposed by the proposed ordinance, or for which businesses will be financially responsible; **N/A**
and

(c) An estimate of the City regulatory costs, including estimated revenues from any new charges or fees to cover such costs. **Up to \$2,500.00 per property to connect to municipal sewer system.**

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance: **Zero. This program is aimed towards residential lakefront property owners.**

4. Additional information the governing body deems useful (if any): **This is a voluntary program looking to encourage lakefront property owners who are currently on septic to connect to the municipal sewer system.**



CITY OF UMATILLA AGENDA ITEM STAFF REPORT

DATE: January 14, 2025

MEETING DATE: January 21, 2025

SUBJECT: First Reading of Ordinance No. 2025-C, Public Notices

BACKGROUND SUMMARY:

City staff is recommending the Council amend the City's current public hearing advertising requirements in the Land Development Code so as to align with Florida Statutes requirements. This change will promote consistency and eliminate delays for future public hearings notices and reduce potential confusion.

RECOMMENDATIONS:

Recommend approval of changing the City's public hearing requirements in Land Development Code to align with the corresponding requirements as outlined in the Florida Statutes.

FISCAL IMPACTS:

N/A

ATTACHMENTS:

1. Ordinance No. 2025-C, Public Notices
 2. business-impact-estimate-_public notice
-

ORDINANCE 2025-C

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF UMATILLA, FLORIDA; AMENDING CHAPTER 3, SECTION 4 OF THE LAND DEVELOPMENT REGULATIONS OF THE CITY OF UMATILLA; AMENDING THE PUBLIC HEARING NOTICE ADVERTISING REQUIREMENTS IN ACCORDANCE WITH FLORIDA STATUTES; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Florida Statutes, specifically Chapter 163, and other relevant sections, establish the requirements for public hearing adverting and notice to ensure transparency and public participation in local government decision-making process; and

WHEREAS, the City of Umatilla has adopted regulations and procedures that require the City to advertise above and beyond what is required by state statutes, resulting in a delay to when agenda items may be heard; and

WHEREAS, the City Council of the City of Umatilla, Florida has determined that it is necessary and appropriate to amend the public hearing advertising requirements in the City's Land Development Regulations to mirror the requirements set forth in the Florida Statutes; and

WHEREAS, aligning the City's advertising requirements with state statutes will promote consistency, reduce potential confusion, and enhance the effectiveness of public notice practices; and

NOW, THEREFORE, be it ordained by the City Council of the City of Umatilla, Florida, as follows:

Section 1. Chapter 3, Section 4 of the Land Development Regulations of the City of Umatilla is hereby amended to read as follows: [deleted text will be ~~struck-through~~ and new changes are underlined]

b) Notification of Public Hearing

~~All amendments to the Comprehensive Plan or this Code shall comply with the following:~~

- 1) Rezoning and Future Land Use Map Amendments. The following requirements apply to owner-initiated amendments. They are superseded by the requirements of Section 166.041(3)(c), Florida Statutes, for rezoning amendments initiated by the City, and by the requirements of Section 163.3184, Florida Statutes, for future land use map amendments initiated by the City.

- A) Adjoining Owners. The City shall send notice of the proposed action to the owners of all adjoining properties to the subject property, as well as any owners of the subject property not party to the application. Such notice shall include the date, time and place of the public hearing before the Planning and Zoning Board and the City Council, along with a clear and concise description of the proposed action. For the purposes of such notification, adjoining properties shall include those properties separated from the subject property by a road, canal, easement right-of-way or similar barrier of two hundred feet (200) or less in width.
- B) Posting of Property. The applicant shall post the property that is the subject of the proposed action with signs notifying the public of the proposed action, date of public hearings, and who to contact for further information. Signs shall be placed, at a minimum, along all public road frontages, with a minimum of one (1) sign per five hundred (500) feet along any one (1) frontage.
- C) Public Advertisement. Notice of public hearing shall be published ~~in a newspaper of general circulation within the City at least fourteen (14) days prior to the hearings, with a second publication to be at least seven (7) days prior to the hearings. Notice shall also be posted in a conspicuous location at the City Hall, and may be posted at other public locations at the discretion of the City pursuant to the requirements of Section 163.3184, Florida Statutes, as amended.~~
- 2) Textual Changes. Notification and advertising for ordinances making textual changes to this Code or the Comprehensive Plan that do not substantially change permitted use categories in zoning districts or land use map designations, shall be as normally required for ordinances under the City Charter and Code, and state law.

Section 2. All ordinances in conflict with this ordinance are hereby repealed.

Section 3. Should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any Court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

Section 4. This ordinance shall take effect immediately upon passage.

PASSED AND ORDAINED this _____ day of _____, 2024, by the City Council of the City of Umatilla, Florida.

Christopher Creech, Mayor
City of Umatilla, Florida

ATTEST:

Jessica Burnham
City Clerk

Approved as to Form:

Kevin Stone
City Attorney

Passed First Reading
Passed Second Reading
(SEAL)

Business Impact Estimate

This form should be included in agenda packet for the item under which the proposed ordinance is to be considered, and must be posted on the City's website by the time notice of the proposed ordinance is published.

Proposed ordinance's title/reference: **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF UMATILLA, FLORIDA; AMENDING CHAPTER 3, SECTION 4 OF THE LAND DEVELOPMENT REGULATIONS OF THE CITY OF UMATILLA; AMENDING THE PUBLIC HEARING NOTICE ADVERTISING REQUIREMENTS IN ACCORDANCE WITH FLORIDA STATUTES; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

This Business Impact Estimate is provided in accordance with section 166.041(4), *Florida Statutes*.

1. Summary of the proposed ordinance (must include statement of the public purpose, such as serving the public health, safety, morals, and welfare):

The intent of the ordinance is to align the City's advertising requirements with the Florida Statutes.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City, if any:

(a) An estimate of direct compliance costs that businesses may reasonably incur; **No reasonable increase anticipated.**

(b) Any new charge or fee imposed by the proposed ordinance, or for which businesses will be financially responsible; **No.**

and

(c) An estimate of the City regulatory costs, including estimated revenues from any new charges or fees to cover such costs. **\$0.00**

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance: **None. The proposed ordinance will decrease the time it takes all applicants who request items before the City Council.**

4. Additional information the governing body deems useful (if any): **None.**



CITY OF UMATILLA

AGENDA ITEM STAFF REPORT

DATE: January 15, 2025

MEETING DATE: January 21, 2025

SUBJECT: Consulting Contract with Scott Blankenship and the City of Umatilla

BACKGROUND SUMMARY:

This report accompanies an Independent Contractor Agreement ("Agreement") between the City of Umatilla ("City") and Scott Blankenship, an independent contractor ("Contractor"). The purpose of this agreement is to engage Mr. Blankenship to provide specialized planning, project coordination services with the Florida Department of Transportation (FDOT), Federal Aviation Administration (FAA), and the City's Engineering Firm, as well as to support economic development initiatives related to the Umatilla Airport. The Agreement outlines the terms and conditions under which Mr. Blankenship will perform his duties.

Scott Blankenship has served as the City Manager for the City of Umatilla for approximately ten years. During his tenure, Mr. Blankenship has been instrumental in advancing several key initiatives, including airport operations, economic development, and infrastructure projects. On January 31, 2025, Mr. Blankenship will be resigning from his position as City Manager.

Given his extensive knowledge of the City's operations and his established relationships with key agencies such as FDOT and FAA, the City wishes to retain Mr. Blankenship for specific duties that align with his expertise and previous work. These duties include planning and project coordination for Umatilla Airport and continued economic development consultation, ensuring the City benefits from his skills and experience as it transitions to new leadership.

RECOMMENDATIONS:

It is recommended that the City Council approve the Independent Contractor Agreement with Scott Blankenship for a term beginning February 1, 2025, at the rate of \$1,000 per month, with the understanding that the City Manager will provide oversight and direction. This Agreement will ensure that the City has the necessary support to continue advancing airport operations and economic development efforts.

FISCAL IMPACTS:

The fiscal impact is minimal and will involve a monthly payment of \$1,000 to Mr. Blankenship, plus any authorized travel expenses. These costs are expected to be accommodated within the City's existing budget.

ATTACHMENTS:

1. INDEPENDENT CONTRACTOR AGREEMENT Blankenship
-

INDEPENDENT CONTRACTOR AGREEMENT

This **Independent Contractor Agreement** ("Agreement") is entered into as of this ____ of January 2025, by and between the **City of Umatilla**, a municipal corporation ("City"), and **Scott Blankenship**, an independent contractor ("Contractor").

WHEREAS, the City desires to engage Contractor to perform certain services related to planning and project coordination with FDOT, FAA and the City's Engineering Firm for the Umatilla Airport and economic development consultation and other mutually agreed upon duties identified by the City Manager; and

WHEREAS, Contractor is willing to provide such services under the terms and conditions set forth in this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the City and Contractor agree as follows:

Section 1. Engagement And Services. The City hereby engages Contractor, and Contractor agrees to provide services, including, but not limited to, planning and project coordination with FDOT and FAA for the Umatilla Airport, and performing other mutually agreed upon tasks as identified by the City Manager. Contractor shall determine the manner and means of performing the services, subject to the direction and oversight of the City Manager.

Section 2. Term. This Agreement shall commence on February 1, 2025, and shall continue a month-to-month basis until terminated by either party in accordance with Section 5 of this Agreement.

Section 3. Compensation. As compensation for the services rendered under this Agreement, the City agrees to pay Contractor \$1,000.00 per month, and authorized travel and/or conference expenses as required. Compensation will be paid monthly, on or before the 30th of each month. Contractor shall be responsible for paying all taxes related to the compensation received under this Agreement, including but not limited to federal, state, and local taxes, and shall not be entitled to any benefits provided to City employees.

Section 4. Independent Contractor Relationship. Contractor is an independent contractor and is not an employee, partner, or joint venturer of the City. Contractor shall have no authority to bind the City in any manner. Contractor shall be solely responsible for the means and methods used to perform the services under this Agreement and for any expenses incurred in performing such services, unless otherwise agreed upon in writing by the City.

Section 5. Termination. Either party may terminate this Agreement with thirty (30) days written notice to the other party. The City may terminate this Agreement immediately if Contractor fails to perform the duties outlined in this Agreement or if Contractor engages in any unlawful activities or breaches the terms of this Agreement.

Section 6. Indemnification. Contractor agrees to indemnify, defend, and hold harmless the City and its officials, officers, agents, and employees from any claims, liabilities, or expenses arising out of Contractor's performance under this Agreement.

Section 7. Entire Agreement. This Agreement constitutes the entire agreement between the parties and supersedes all prior negotiations, agreements, or understandings. This Agreement may be amended only in writing, signed by both parties.

Section 8. Dispute Resolution. Any disputes arising out of or related to this Agreement shall be resolved through mediation, and if mediation fails, through binding arbitration in Lake County, Florida.

Section 9. Severability. If any provision of this Agreement is found to be invalid or unenforceable, the remainder of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

CITY OF UMATILLA

INDEPENDENT CONTRACTOR

By: _____
Christopher Creech, Mayor

By: _____
Scott Blankenship



CITY OF UMATILLA

AGENDA ITEM STAFF REPORT

DATE: January 13, 2025

MEETING DATE: January 21, 2025

SUBJECT: Public Risk Management (PRM) voting delegates for the Property/Casualty and Worker's Compensation Coverage and Group Health Insurance Boards

BACKGROUND SUMMARY:

The City of Umatilla has been a member of the Public Risk Management Pool since FY 2012. Each governmental entity (member) has a vote and the board meetings are quasi-governmental and operate in the Sunshine. The elected officials select the voting delegates from the city.

Regina Frazier, Finance & Administration Director serves as the voting delegate on both boards and the City Manager serves as the alternate. It would be appropriate at this time for Interim City Manager, Aaron Mercer, to be selected as the voting alternate.

RECOMMENDATIONS:

Staff recommends the Council select Interim City Manager, Aaron Mercer, as the Alternate Voting Delegate for these Boards.

FISCAL IMPACTS:

N/A

ATTACHMENTS:

None



CITY OF UMATILLA AGENDA ITEM STAFF REPORT

DATE: January 13, 2025

MEETING DATE: January 21, 2025

SUBJECT: Appointment to Lake County League of Cities

BACKGROUND SUMMARY:

The City Council needs to appoint an Alternate Director for the Lake County League of Cities. Currently, City Manager, Scott Blankenship, is the Alternate Director and with his retirement it would be appropriate to appoint Interim City Manager Aaron Mercer to serve as the Alternate Director for the Lake County League of Cities.

RECOMMENDATIONS:

Staff recommends appointing Interim City Manager Aaron Mercer as the Alternate Director for the Lake County League of Cities.

FISCAL IMPACTS:

N/A

ATTACHMENTS:

None

UMATILLA POLICE DEPARTMENT PRESS RELEASE

December 20, 2024 through December 26, 2024

ARRESTS

12/24/2024	3:13 a.m.	Kohn III, Richard Fleming Island	During a routine traffic stop for excessive speed, Mr. Kohn was found to have an Alachua County warrant. Lake County Sheriffs office confirmed the warrant. Mr. Kohn was transported to the Lake County Jail.
12/25/2024	4:16 p.m.	Borgens, Jennifer Umatilla	Battery Domestic

CRIMINAL CITATIONS REQUIRING COURT APPEARANCE

n/a			
-----	--	--	--

REPORTS FILED

12/20/2024	6:19 p.m.	Officers responded to a residence on Daphne Avenue reference a suspicious person. Person was looking for their cat.
12/21/2024	4:31 p.m.	Officers responded to a disturbance in progress at a residence on Bull Frog Lane. When officers arrived the argument was verbal only and all was okay.
12/21/2024	6:16 p.m.	Officers assisted the Department of Children and Families commencing a case at a residence in the area of Cayman Circle.
12/22/2024	4:20 p.m.	Officers to a disturbance call that occurred in a moving vehicle that left the Circle K and State Road 19. The disturbance was verbal only.
12/23/2024	11:23 p.m.	Complaint of a suspicious vehicle driving around the neighborhood in the area of Owens Lane. Officers searched the area, vehicle was not found.
12/24/2024	9:10 p.m.	Officers responded to a residence on Fern Street reference a person needing medical attention. Person was turned over to EMS.
12/25/2024	9:47 p.m.	Officers responded to a residence on Bonaire Place reference a disturbance. Dispute was verbal and parties were separated.

UMATILLA POLICE DEPARTMENT PRESS RELEASE

December 20, 2024 through December 26, 2024

ARRESTS

12/25/2024	11:09 p.m.	Officers responded to Taco Bell reference a business alarm. Alarm was accidental.
12/26/2024	1:00 a.m.	Officers responded to the area of Lakeview Street reference suspicious people in the area. They were night fishing.
12/26/2024	6:14 p.m.	Officers responded to a call of service at a residence on Cayman Circle. A report was taken reference a neighbor issue.

ARRESTS	2
DISPATCHED CALLS	98
TRAFFIC STOPS	29
TRAFFIC CITATIONS ISSUED	1

UMATILLA POLICE DEPARTMENT PRESS RELEASE

December 27, 2024 through January 6, 2025

ARRESTS

01/03/2025	11:57 a.m.	Ellis, Ralph Umatilla	Disorderly Conduct.
------------	---------------	--------------------------	---------------------

CRIMINAL CITATIONS REQUIRING COURT APPEARANCE

12/31/2024	11:01 a.m.	Sales Lopez, Alvaro Umatilla	No drivers license never had one.
------------	---------------	---------------------------------	-----------------------------------

REPORTS FILED

12/27/2024	9:48 a.m.	Officers responded to Haystax Restaurant reference a theft. Person was trespassed.	
12/28/2024	9:50 p.m.	Officers responded to a residential alarm in the area of Guerrant Street. Residence was cleared and resecured.	
12/28/2024	11:59 p.m.	Officers responded to a business alarm at the Dollar General on Lake Smith Road. All was okay.	
12/29/2024	3:28 a.m.	Officers responded to a noise complaint in the area of Fern Street. Music was turned down.	
12/30/2024	1:08 a.m.	Property was found in the parking lot of the Umatilla Library and was turned into the Umatilla Police Department.	
12/30/2024	7:27 p.m.	Officers responded to a call for service at a residence in the area of East Collins Street. Dispute was verbal only.	
12/31/2024	8:13 a.m.	Officers responded to a residence in the area of Umatilla Boulevard reference lost property. A report was taken.	
01/01/2025	3:53 p.m.	Officers responded to Circle K located at 42404 State Road 19 reference a juvenile Baker Act. Juvenile did not meet Baker Act criteria.	

UMATILLA POLICE DEPARTMENT PRESS RELEASE

December 27, 2024 through January 6, 2025

ARRESTS

01/02/2025	1:47 a.m.	Officers assisted EMS at recovery village reference a combative patient. Patient was turned over to EMS for transport to Advent Waterman Hospital.
01/04/2025	9:02 a.m.	Officers responded to a business alarm at 390 South Central Avenue. All was okay.
01/04/2025	1:25 p.m.	Officers responded to the area of Hillside Avenue and West Ocala Street reference a person laying on the ground. Person refused medical treatment.
01/05/2025	12:17 a.m.	Officers responded to 390 South Central Avenue for a business alarm. All was secure.
01/05/2025	7:22 a.m.	Officers responded to 42404 State Road 19 reference a theft. Report was taken.
01/05/2025	10:59 a.m.	Officers responded to East Collins Street reference a call for service. Dispute was verbal in nature.
01/05/2025	1:53 p.m.	Officers assisted the Lake County Sheriffs Office with a fight in progress in the area of Saltsdale Road. All was okay juveniles were rough housing outside.
01/06/2025	11:59 a.m.	Officers responded to a report of suspicious persons in the area of Cassady Street and North Orange Avenue. Persons checked out.

ARRESTS	1
DISPATCHED CALLS	163
TRAFFIC STOPS	31
TRAFFIC CITATIONS ISSUED	2



Umatilla Public Library FY 24-25



December 2024

Library Monthly Reports FY 24-25

	Oct-24	Nov-24	Dec-24	Q 1
Visits (<i>door count halved</i>)	4,804	4,039	3,565	12,408
Checkouts	2,827	2,670	1,691	7,188
E-Books (digital)	469	473	490	1,432
Total Circulation	3,296	2,197	2,181	7,674
FL ILL Received (NEW)				-
FL ILL Leant (NEW)				-
New Patrons	43	23	13	79
Patron Computer Sessions	475	391	No Info	866
Wi-Fi Clients Served	690	688	No Info	1,378
Adult Volunteer Hours	16.00	10	5.00	31.00
Attendance Family Programs	951	142	276	1,369
Attendance Adult Programs	93	170	83	346
Attendance Teen Programs	104	100	98	302
Attendance Juvenile Programs	256	151	139	546
Total # of Programs	50	50	33	133
Meeting room Rental	-	-		-
Cash to city (including cc)	\$ 577.84	\$ 564.78	\$ 540.35	\$ 1,682.97

Highlights

Interlibrary Loan

We are happy to announce a pilot project – the library has reestablished Interlibrary Loan, or “ILL,” services, through the state’s FLIN SHAREit network. This allows patrons to borrow materials from libraries outside of our service area, Lake County. In August of 2012 the Lake County Library System ceased the ILL program as a cost saving measure. Patrons have still been able to borrow from within the Lake County Library System but we have not been able to procure books for them from outside of the county.

We have elected to join FLIN independently as an exclusive service for Umatilla Public Library cardholders with accounts in good standing and, as it is a pilot project, is by invitation only for now. Since the inception we have been able to request 3 book titles that are not available within the county system.

The Florida Department of State’s Division of Library and Information Services uses Federal funds to pay for 67% of the FedEx shipping cost and maintains the database. We pay only approximately \$2.05 per book mailed through FedEx. It is our hope that this service will be another way we can bring our Umatilla patrons the highest standard of library services.