



UMATILLA CITY COUNCIL MEETING

February 3, 2026 at 6:00 PM

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

AGENDA

Please silence your electronic devices

CALL TO ORDER

ROLL CALL

AGENDA REVIEW

MINUTES REVIEW

1. Approval of Meeting Minutes
- January 20, 2026, 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. Declaration of Surplus Items — Police Department

PUBLIC HEARING / ORDINANCES / RESOLUTIONS

3. First Reading of Ordinance No. 2026-B, First Baptist Church of Umatilla Rezoning **(Continued to February 17th)**
4. First Reading of Ordinance No. 2026-B1, First Baptist Church of Umatilla Small Scale Comp Plan Amendment **(Continued to February 17th)**
5. Resolution No. 2026-02, State Revolving Fund Loan Program Application (SAHM)
6. Final Reading of Ordinance No. 2026-A, Council Salaries 2026

NEW BUSINESS

7. Halff Engineering Proposal Design Contract for WTP#2 Expansion Plan
8. Halff Engineering Proposal — Update Drinking Water Facility Plan
9. Library Advisory Board Appointments

REPORTS

10. 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 20, 2026 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 called the Regular City Council Meeting to order at 6:16 pm.

ROLL CALL

MEMBERS PRESENT

Christopher Creech, Mayor
Zack Durbin, Vice Mayor
Bear Crockett, Council Member
Katherine Adams Council Member
Fred Fetterolf, Council Member

NOT PRESENT

Regina Frazier, Finance Director
Vaughan Nilson, Public Works Director

ALSO PRESENT

Aaron Mercer, City Manager
Adam Bolton, Assistant City Manager
Jennifer Cotch, City Attorney
Jessica Burnham, City Clerk
David Seeley, Chief of Police
Amy Stultz, Library Director
Misti Lambert, Programs and Compliance Manager

AGENDA REVIEW

MOTION BY COUNCIL MEMBER ADAMS TO APPROVE THE AGENDA; SECONDED BY VICE MAYOR DURBIN. MOTION PASSED BY A UNANIMOUS VOICE VOTE.

MINUTES REVIEW

1. Approval of Meeting Minutes
- December 16, 2025, Regular City Council Minutes

MOTION BY VICE MAYOR DURBIN TO APPROVE DECEMBER 16, 2025, REGULAR CITY COUNCIL MINUTES; SECONDED BY COUNCIL MEMBER CROCKETT. MOTION PASSED BY A UNANIMOUS VOICE VOTE.

PRESENTATIONS

PUBLIC COMMENT

Mayor Creech opened public comment.

No one spoke.

Mayor Creech closed public comment.

CONSENT AGENDA

2. CPH Engineering Services Agreement - CDBG Contract No. 23DB-N17
3. CPH Engineering Services Agreement FDEP Water Main Replacements

MOTION BY COUNCIL MEMBER ADAMS TO APPROVE THE CONSENT AGENDA; SECONDED BY COUNCIL MEMBER CROCKETT. MOTION PASSED BY A UNANIMOUS VOICE VOTE.

PUBLIC HEARING / ORDINANCES / RESOLUTIONS

** Items 4-6 were heard together.*

4. Final Reading of Ordinance No. 2025-K, Moss Annexation
5. Final Reading Ordinance No. 2025-K1, Moss SSCPA
6. Final Reading of Ordinance No. 2025-K2, Moss PUD Rezoning

Attorney Cotch read the Ordinances by titles.

Ordinance No. 2025-K

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF UMATILLA, FLORIDA, AMENDING THE BOUNDARIES OF THE CITY OF UMATILLA, LAKE COUNTY, FLORIDA, TO INCLUDE WITHIN THE CITY LIMITS APPROXIMATELY 11.56 ± ACRES OF LAND GENERALLY LOCATED SOUTH OF KEENE ROAD AND EAST OF CARRIE LANE; PROVIDING FINDINGS; DIRECTING THE CITY CLERK TO PROVIDE CERTIFIED COPIES OF THIS ORDINANCE AFTER APPROVAL TO THE CLERK OF THE CIRCUIT COURT, THE LAKE COUNTY MANAGER, AND THE SECRETARY OF STATE OF THE STATE OF FLORIDA; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

ORDINANCE 2025-K1

AN ORDINANCE OF THE CITY OF UMATILLA, LAKE COUNTY, FLORIDA, PURSUANT TO SECTION 163.3187(1)(b), FLORIDA STATUTES; AMENDING THE FUTURE LAND USE DESIGNATION OF 11.56 ± ACRES OF LAND FROM LAKE COUNTY RURAL TRANSITION TO CITY AGRICULTURE UNDER THE CITY OF UMATILLA COMPREHENSIVE PLAN; FOR PROPERTY OWNED BY JASON AND DESIREE MOSS GENERALLY LOCATED SOUTH OF KEENE ROAD AND EAST OF CARRIE LANE; DIRECTING THE CITY CLERK TO TRANSMIT THE AMENDMENT TO THE APPROPRIATE GOVERNMENTAL AGENCIES PURSUANT TO CHAPTER 163, FLORIDA STATUTES; AUTHORIZING THE CITY MANAGER TO AMEND SAID COMPREHENSIVE PLAN; PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR AN EFFECTIVE DATE.

ORDINANCE 2025-K2

AN ORDINANCE OF THE CITY OF UMATILLA, LAKE COUNTY, FLORIDA, REZONING APPROXIMATELY 11.56 ± ACRES OF LAND FROM LAKE COUNTY AGRICULTURE TO CITY RESIDENTIAL PLANNED UNIT DEVELOPMENT (PUD), FOR PROPERTY OWNED BY JASON AND DESIREE MOSS, GENERALLY LOCATED SOUTH OF KEENE ROAD AND EAST OF CARRIE LANE; APPROVING A MASTER DEVELOPER'S AGREEMENT FOR THE PROPERTY; PROVIDING FOR CONDITIONS AND CONTINGENCIES; DIRECTING UPDATES TO THE OFFICIAL ZONING MAP; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING FOR AN EFFECTIVE DATE.

Testimony and the presentation from the December 16, 2025, meeting were carried over.

Attorney Cotch swore in anyone who was going to speak.

Mayor Creech opened public comment.

Michael Price, 41914 Carrie Lane, spoke against the property being annexed into the city, stating that he does not believe the property is contiguous and that it is not agricultural. He also stated that events should not be allowed to be held at the property and that the increased traffic is not appropriate for that road.

Penny Price, 41916 Carrie Lane, stated that their property is the first to be impacted by traffic. She expressed concern that the presence of a wedding venue would deter potential buyers if she ever wanted to sell her property. She also raised safety concerns related to increased vehicle traffic and the potential for theft.

Discussion ensued regarding Carrie Lane. It was noted that Carrie Lane is maintained by the County. Additional discussion addressed the property's location adjacent to the city limits near the lake and to the west.

Jason Moss, Applicant, spoke in response to and addressing the concerns raised by neighboring property owners.

Leah Shepard stated that she felt it was not neighborly for the Prices to complain without first speaking with the property owners and giving them the opportunity to work together to address concerns.

Mayor Creech closed public comment.

MOTION BY VICE MAYOR DURBIN TO APPROVE ORDINANCE NO. 2025-K, MOSS ANNEXATION; SECONDED BY COUNCIL MEMBER ADAMS. MOTION PASSED BY A ROLL CALL VOTE.

Vice Mayor Durbin	YES
Council Member Adams	YES
Council Member Crockett	YES
Council Member Fetterolf	YES
Mayor Creech	YES

MOTION BY COUNCIL MEMBER CROCKETT TO APPROVE ORDINANCE NO. 2025-K1, MOSS SSCPA; SECONDED BY COUNCIL MEMBER ADAMS. MOTION PASSED BY A ROLL CALL VOTE.

Council Member Crockett	YES
Council Member Adams	YES
Council Member Fetterolf	NO
Vice Mayor Durbin	YES
Mayor Creech	YES

MOTION BY COUNCIL MEMBER ADAMS TO APPROVE ORDINANCE NO. 2025-K2, MOSS PUD REZONING; SECONDED BY VICE MAYOR DURBIN. MOTION PASSED BY A ROLL CALL VOTE.

Council Member Adams	YES
Vice Mayor Durbin	YES
Council Member Crockett	YES
Council Member Fetterolf	NO
Mayor Creech	YES

7. First Reading of Ordinance No. 2026-A, Council Salaries 2026

Attorney Cotch read the Ordinance by title.

ORDINANCE NO. 2026-A

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF UMATILLA, FLORIDA, AMENDING CHAPTER 2, ARTICLE II, SECTION 2-16 OF THE CITY OF UMATILLA CODE OF ORDINANCES, RELATING TO COMPENSATION OF THE MAYOR AND CITY COUNCIL MEMBERS; SETTING FORTH A REVISED SCHEDULE OF MONTHLY COMPENSATION FOR THE MAYOR AND CITY COUNCIL MEMBERS; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Creech opened public comment.

No one spoke.

Mayor Creech closed public comment.

MOTION BY COUNCIL MEMBER ADAMS TO APPROVE ORDINANCE NO. 2026-A, COUNCIL

SALARIES 2026; SECONDED BY VICE MAYOR DURBIN. MOTION PASSED BY A UNANIMOUS VOICE VOTE.

NEW BUSINESS

8. Letter Of Concern Regarding Proposed Legislation Increasing Sovereign Immunity Cap Limits

Attorney Cotch explained that during the 2025–2026 Florida Legislative Session, proposed legislation would increase sovereign immunity tort cap limits. House Bill 145 would raise the limits from \$200,000 per person and \$300,000 per occurrence to \$500,000 per person and \$1,000,000 per occurrence, with additional increases anticipated in future years. PRM’s legal counsel advised that these changes would materially increase liability exposure, insurance premiums, and risk management costs for member entities. PRM has issued a letter opposing the legislation and encouraged its members, including the City of Umatilla, to communicate concerns to state legislators regarding the potential financial and operational impacts.

Council gave consensus for the Mayor to execute and transmit a letter to the City’s state legislative delegation opposing House Bill 145 and any similar legislation that would increase sovereign immunity cap limits beyond the current limits established under Florida law.

DISCUSSION

9. Purchase of 55 Guerrant Street and Adjacent Lot

Council carried over the discussion from the CRA meeting and reached consensus to present the property owner with two options: a \$75,000 offer or a geotechnical parking lot with title restrictions ensuring it remains a parking lot.

REPORTS

10. Staff Reports

Assistant City Manager Bolton had nothing to report.

City Manager Mercer had nothing to report.

City Attorney Cotch reported that she settled a lawsuit involving a firefighter, which was covered by insurance.

Council Member Fetterolf had nothing to report.

Council Member Crockett had nothing to report.

Mayor Creech discussed two options for the Umatilla High School football monument. Council reviewed both options, selected one, and noted that construction will begin immediately.

Vice Mayor Durbin inquired about the status of 410 N. Orange Ave, to which Attorney Cotch responded that the City is currently working on the matter.

Council Member Adams reminded everyone that the Black Bear Festival will be held on January 31st and noted that the museum will be open during the event.

Chief Seely had nothing to report.

Ms. Lambert had nothing to report.

Ms. Stultz spoke about the blood pressure machine that is available for use at the library.

ADJOURNMENT

With no further business for discussion, the meeting adjourned at approximately 7:23 p.m.

Jessica Burnham, CMC, FCRM
City Clerk

Christopher R Creech, Mayor



CITY OF UMATILLA AGENDA ITEM STAFF REPORT

DATE: January 27, 2026

MEETING DATE: February 3, 2026

SUBJECT: Declaration of Surplus Items — Police Department

BACKGROUND SUMMARY:

When the city has items that no longer hold value or have exceeded their useful life, the City Council is asked to declare such items as surplus so they may be donated or sold to another agency for further use as the buyer or recipient sees fit.

Hard Drives	Watchguard	X2 Taser & Holsters	Emachines
QMP0000AS-A	VHC2-024280	X2900ATM6	Acer
		X2900ATP4	10904049542
WCC6Y2TE562N	VHC2-030036	X2900ATPT	Elo
		X2002DEH	727466376C
WMADK3109443	VHC2-029429	X29004RFF	NEOVO
		X29004VFE	D1HQ90A584700364
WMAYUR714646	VHC2-023607	X2900ATNH	ACER
		X2900596N	80302084842
WMAAU426/373	VHC2-022947	X2900ATM4	EMACHINE
		X29002T1M	01903337142
758E001940	VHC2-030073	X2900ATN5	ACER
		X29004V6F	23800182524
SED0K4M8	VHC2-024252	2900ATMM	
		X29002DEK	
NA0QCBJQ	VHC2-024228	X2900ATPY	
		X290095TN	
VHC2-043308	VHC2-024290	X2900ATKP	
		B290004HF	
		X290054ER	

Vehicles

#307	2015 FORD INTERCEPTOR	VIN #AFAHP2L88FG133624
#308	2015 FORD INTERCEPTOR	VIN #1FAHP2L86FG133623
#309	2016 FORD EXPLORER	VIN #1FM5K8AR9GGB88753
#310	2016 FORD EXPLORER	VIN #1FM5K8AR0GGB88754

Laptop Computers	Dell Server	Axon Body Cameras Model #1023	Body Cameras Model BC100
Aspire V5-511-6892	B4KYKC1	X60A4442X AXON	14100692
Acer:		Charger Panel	
NXM4YAA00131404b026600		X60A4855X AX10266	14100537
Acer:		T01020	
NXV9MAA00654302FC83400		X60A4938U	14100690
Acer:		X60A4979U	14100691
NXV8MAA006516076193400			
Acer:		X60A4849X	14100687
NXM49AA006244098912000			
Acer:		X60A4981U	14100541
NXM49AA02724913C706600			
Acer:		X60A4281X	14100542
NXM12AA032331039053400			
Acer:		X60A4021M	
NXM49AA0192490801E6600			
HP: CND8386094		X60A4518X	

Quasar camcorder and tripod
9 computer monitors over 5 years
Evolvis Primacy 10000346440

RECOMMENDATIONS:

City Council to declare the items as surplus and allow staff to dispose of the items properly.

FISCAL IMPACTS:

N/A

ATTACHMENTS:

None



CITY OF UMATILLA AGENDA ITEM STAFF REPORT

DATE: January 12, 2026

MEETING DATE: February 3, 2026

**SUBJECT: First Reading of Ordinance No. 2026-B, First Baptist Church of Umatilla Rezoning
(Continued to February 17th)**

BACKGROUND SUMMARY:

The applicant is requesting a continuance to February 17th.

The applicant is requesting a rezoning and small-scale Comprehensive Plan amendment for five parcels totaling approximately 31.45 acres to Public Facilities District (PFD) and Institutional (I). Approximately 3.26 acres of the site consist of wetlands and water bodies. One parcel currently contains a single-family residence that the church proposes to use as a secondary building and as an access point to serve the adjoining parcels to the east. The remaining parcels are undeveloped, with a portion of the property fronting East Lake.

RECOMMENDATIONS:

Approval of First Reading of Ordinance No. 2026-B, First Baptist Church of Umatilla Rezoning

FISCAL IMPACTS:

N/A

ATTACHMENTS:

1. Attachment #1 FBC Staff Report
 2. Ordinance No. 2026-B, First Baptist Church of Umatilla Rezoning_Revised 01-16-2026_SDL
 3. FBC_Development Agreement_jmc 1.26.26
 4. business-impact-estimate-_Ord 2026-B
-

CITY OF UMATILLA
PROJECT REVIEW STAFF REPORT BY LPG URBAN & REGIONAL PLANNERS, LLC
REZONING AND SMALL SCALE COMP PLAN AMENDMENT

Owner: First Baptist Church of Umatilla

General Location: East of N. Orange Ave. and South of E. Collins Street (CR 450)

Number of Acres: 31.45 ± acres

Existing Zoning: Residential Professional (RP), Urban Residential (UR-5), and Low Density Residential (R-3)

Proposed Zoning: Public Facilities District (PFD)

Existing Land Use: Single Family Low Density (3 units/acre), Single Family Medium Density (5 units/acre), and Multi-Family Medium Density (8 units/acre)

Proposed Land Use: Institutional

Date: November 19, 2025

Description of Project

The owner is seeking the rezoning and small scale comp plan amendment of five parcels to Public Facilities District (PFD) and Institutional (I) totaling 31.45 ± acres of which approximately 3.26 ± acres are classified as wetlands and water bodies. One parcel (alt key # 1406552) is developed with a single-family residence which the church would like to utilize as a secondary building to the existing church facilities and provide driveway access road to the adjoining properties to the east. The remaining parcels are undeveloped and a portion of the property fronts along East Lake.

	Surrounding Zoning	Surrounding Land Use
North	Residential Professional (RP) Public Facilities District (PFD)	Multi-Family Medium Density (8 units/acre) Institutional
South	Residential Professional (RP)	Multi-Family Medium Density (8 units/acre)
East	Low Density Residential (R-3)	Single Family Low Density (3 units/acre)
West	Public Facilities District (PFD)	Institutional

Assessment

Small Scale Comprehensive Plan Map Amendment

The applicant is requesting an amendment from Single Family Low Density (3 units/acre) (approximately 14.86 acres), Single Family Medium Density (5 units/acre) (approximately 12.85 acres), and Multi-Family Medium Density (8 units/acre) (approximately 3.77 acres) to Institutional (.75 ISR) per FLU Policies 1-2.1.1 and 1-2.8.1. The existing adjacent Land Uses are City Single Family Low Density (3 units/acre), Multi-Family Medium Density (8 units/acre) and Institutional (I). The subject property is within the City's Utility Service Area.

The proposed Institutional category is compatible with the adjacent properties, provides for the continued religious use, promotes orderly compact growth and is consistent with the comprehensive plan (FLU Policy 1-2.1.1, 1-2.8.1, 1-1.10.1, and 1-1.10.2).

For comprehensive plan purposes a maximum development scenario was utilized. Under the existing land uses the maximum residential development potential is 139 units. The proposed land use of Institutional allows the maximum development potential of 920,967 square feet per FLU Policy 1-2.1.1. The net result is a decrease of 178 residential units and an increase of 920,967 square feet.

The proposed amendment is consistent with the comprehensive plan and meets the following policies (among others):

Policy 1-2.1.1: Land Use Designations, and Maximum Intensity and Density.

15. Institutional - 75% maximum impervious surface ratio per parcel, which includes building coverage. Development shall be limited to public facilities as specified in Policy 1-2.1.5.

Policy 1-1.10.1: Land Use Allocation.

The City shall designate land use on the Future Land Use Map to accommodate needs identified within the Comprehensive Plan supporting document (i.e., Data Inventory & Analysis). The City shall allocate a reasonable amount of land above identified needs to avoid economic impacts, which a controlled supply of land places on land values and market potential.

Policy 1-1.10.2: Promote Orderly, Compact Growth.

Land use patterns delineated on the Future Land Use Map shall promote orderly, compact growth. The City shall encourage growth and development in existing developed areas where public facilities and services are presently in place and in those areas where public facilities can provide the most efficient service. Land shall not be designated for growth and development if abundant undeveloped land is already present within developed areas served by facilities and services.

Trip Generation Analysis

A trip generation analysis was conducted on the existing and proposed land use utilizing a maximum development scenario. The result indicates that the amendment would increase traffic by 333 PM Peak Hour Trips. E. Collins Street (CR 450) is a collector roadway with an adopted LOS of D. E. Orange Ave. is a local roadway with an adopted LOS of D. Prior to development, a traffic impact analysis will be required.

Proposed Land Use Program

Land Use	Size/Unit	ITE Code	Daily Trips	PM Peak Hour Trips	PM Trips Enter	PM Trips Exit
Church	921 KSF	560	6,401	451	203	248
TOTAL GROSS TRIPS (PROPOSED)			6,401	451	203	248

10th Edition**Existing Land Use Program**

Land Use	Size/Unit	ITE Code	Daily Trips	PM Peak Hour Trips	PM Trips Enter	PM Trips Exit
Single Family	109 Units	210	1,028	103	65	38
Multi Family	30 Units	220	202	15	10	5
TOTAL GROSS TRIPS (EXISTING)			1,230	118	75	43

* 11th Edition**Net Difference (Proposed Net Trip Generation Minus Existing Net Trip Generation)**

Land Use	PM Peak Hour Trips	PM Trips Enter	PM Trips Exit
TOTAL NET TRIPS (PROPOSED – EXISTING)	333	128	205

School Impact Analysis

The amendment will decrease school impacts by 39 students as outlined below.

Existing Land Use Residential Units: 109 SF units/30 MF units

Proposed Development Residential Units: 0 units

The anticipated number of students generated by the existing land use is shown in Table 1.

TABLE 1
STUDENTS GENERATED BASED ON EXISTING DEVELOPMENT

Lake County Student Generation Rates	
Single Family >800 SF	
Type	Student Multipliers per Dwelling Unit
High School	0.100
Middle School	0.072
Elementary School	0.140
Total	0.312

Lake County Student Generation Rates	
Multi-Family 551-800 SF	
Type	Student Multipliers per Dwelling Unit
High School	0.041
Middle School	0.037
Elementary School	0.091
Total	0.169

SCHOOL	SF Units	STUDENT GENERATION RATE	STUDENTS GENERATED	MF UNITS	STUDENT GENERATION RATE	STUDENTS GENERATED	GRAND TOTAL
ELEMENTARY	109	0.140	15	30	0.091	3	18
MIDDLE	109	0.072	8	30	0.037	1	9
HIGH	109	0.100	11	30	0.041	1	12
GRAND TOTAL			34			5	39

Potable Water Analysis

The subject site is within the City of Umatilla's Utility Service Area. The city currently owns, operates and maintains a central potable water treatment and distribution system. The permitted plant capacity is 2.290 MGD and the permitted consumptive use permit capacity is .733 MGD (SJRWMD CUP 2646-6). The City has a negative capacity of -0.0149 MGD (includes Yancey amendment) for concurrency purposes and an analysis was conducted of the proposed amendment based on maximum intensity land

use and the City's Level of Service (LOS) standards (Table 1). The analysis concludes that the proposed amendment will cause a deficiency (-0.046).

Chapter 9, Section 2(c) of the LDRs outlines the standards to be met for concurrency. Item 2 indicates that the necessary facilities and services are in place at the time a development permit is issued, or a development permit is issued subject to the condition that the necessary facilities and services will be in place by a specified date when the impacts of the development are anticipated to occur. It should be noted that the City is in the process of increasing the consumptive use permit capacity and is scheduled within 2026.

Concurrency for potable water facilities is not required to be demonstrated at the comprehensive plan amendment stage. Any concurrency determination shall be addressed at the time of development order or development permit review, consistent with the City's adopted Level of Service standards and Chapter 9 of the Land Development Regulations.

Sanitary Sewer Analysis

The subject site is within the City of Umatilla's Utility Service area; however, sewer is not available. Development will be served by onsite disposal systems.

Solid Waste Analysis

The LOS for solid waste is 5 lbs per day per capita. The estimated number of employees is 10 and the estimated solid waste is 50 lbs per day. The proposed amendment will not cause a deficiency in the LOS.

Environmental Analysis

The subject site is partially located within the 100-year flood plain associated with East Lake. Appropriate upland buffers will be required adjacent to wetlands/waterbodies pursuant to the city's land development regulations. Should protected species occur, prior to development appropriate regulatory permits will be required.

Rezoning

The proposed rezoning would allow the expansion of the existing campus located at 570 Hatfield Drive (17.84 ± acres) for a total of 49.29 ± acres as institutional uses. The additional properties would be utilized as a secondary church building, private 22' driveway, grassed parking area, and special events such as fireworks, festivals, and baptisms. Phase II future plans would include an amphitheater by the lake and/or a private school. Plans include adding 900' of fencing with gates on the property along Collins (CR 450).

It is staff's understanding that the proposed driveway on alt key #1406552 would accommodate pedestrian, golf cart, and vehicular traffic and would be utilized in conjunction with special events occurring on the adjacent properties including the lake front property. The proposed plans indicate that the private driveway would end along the eastern boundary of the subject parcel. The amount of traffic generated by special events adjacent to residential areas raise a concern regarding noise and traffic generation along a residential street, especially during early morning hours. If approved, to address the noise issue, it is highly recommended that a 6' high solid fence and a 20' Type "B" buffer be installed along the northern and southern property boundary of this parcel.

The proposed private driveway does not extend into the area where the proposed special events would be occurring. The applicant is proposing providing grass parking; however, handicapped parking and access should be addressed. Additionally, due to public safety, traffic generation, and compliance with LDR regulations Chapter 6, Section 2(j)(3)(A) which states approved PFD uses shall front on an arterial or collector roadway (CR 450 is designated as a collector). The main access to special events should be provided by E Collins Street (CR 450) in compliance with the LDRs. A driveway connection permit with Lake County will be required. Staff recommends that should the driveway connection be approved along Orange Ave. by the City Council, the applicant should provide evidence that the driveway connection permit has been issued by Lake County prior to the city issuing a connection permit for the Orange Ave. driveway.

Due to public safety, all special events associated with First Baptist Church of Umatilla generating 250 visitors or more shall comply with the Special Event regulations of Article I, Section 6-6 of the Code of Ordinances even if alcoholic beverages are not proposed.

Any proposed fireworks associated with First Baptist Church of Umatilla shall be coordinated with the Umatilla Fire Department and any fees for stand by fire protection shall be the responsibility of the property owner.

Recommendation

Staff recommends approval of the land use amendment as it is in compliance with the comprehensive plan. Staff recommends approval of the PFD zoning with the following conditions:

Main access shall be from CR 450 (E Collins).

Driveway connection permit to CR 450 shall be issued by Lake County prior to applying for a driveway connection permit from the city for Orange Ave.

Installation of the driveway apron for CR 450 shall be completed prior to finalizing the Orange Ave. driveway.

A 6' high solid fence and a 20' Type "B" buffer be installed along the northern and southern property boundary of alt key #1406552.

Due to public safety, all special events associated with First Baptist Church of Umatilla properties generating 250 visitors or more shall comply with the Special Event regulations of Article I, Section 6-6 of the Code of Ordinances even if alcoholic beverages are not proposed.

Any proposed fireworks associated with First Baptist Church of Umatilla shall be coordinated with the Umatilla Fire Department and any fees for stand by fire protection shall be the responsibility of the property owner.

Table 1 – Water Analysis

Ordinance #	Acres	Existing Land Use	Proposed Land Use	Maximum Development	Water Demand (gross) (mgpd)	Capacity or Deficit (mgpd)
City of Umatilla Current Capacity						-0.0149 *
FBC	31.45	MF Med Density SF Med Density SF Low Density	Institutional (0.75 ISR)	920,967 SF	0.0267	-0.0267
Total	31.45	139 Units		920,967		- 0.0416

*Includes Yancey Amendment

Estimated water demand based on PF Policy 4-1.10.1 of LOS of 150 gpdpc

Commercial based on 850 gpd per acre

Persons per household – 2.0

ATTACHMENT #1

Table 2 – Water Analysis based on Zoning

Ordinance #	Acres	Proposed City Zoning	Maximum Development	Water Demand (gross) (mgpd)	Capacity or Deficit (mgpd)
City of Umatilla Current Capacity					0.278
FBC	31.45	PFD	920,967 SF	0.0267	0.0267
Total	31.45				0.2513

ORDINANCE 2026-B

AN ORDINANCE OF THE CITY OF UMATILLA, LAKE COUNTY, FLORIDA, REZONING APPROXIMATELY 31.45 ± ACRES OF LAND FROM RESIDENTIAL PROFESSIONAL (RP), LOW DENSITY RESIDENTIAL (R-3), AND URBAN RESIDENTIAL (UR-5) TO PUBLIC FACILITIES DISTRICT (PFD), FOR PROPERTY OWNED BY THE FIRST BAPTIST CHURCH OF UMATILLA, GENERALLY LOCATED SOUTH OF CR 450 AND EAST OF N. ORANGE AVE.; APPROVING A MASTER DEVELOPER'S AGREEMENT FOR THE PROPERTY; PROVIDING FOR CONDITIONS OF APPROVAL; DIRECTING UPDATES TO THE OFFICIAL ZONING MAP: PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, a petition has been submitted by First Baptist Church of Umatilla (the "Owner") requesting that approximately 31.45 acres of land be rezoned from Residential Professional, Low Density Residential, and Urban Residential to Public Facilities District (PFD);

WHEREAS, the petition bears the signature of all required property owners; and

WHEREAS, the notice of the proposed rezoning was duly published in accordance with applicable law; and

WHEREAS, the City Council has reviewed the petition, the recommendations of City staff, and all comments received at a duly advertised public hearing; and

WHEREAS, City Council has determined that the proposed rezoning and accompanying Master Developer's Agreement are consistent with the City's Comprehensive Plan and Land Development Regulations and serve the public health, safety, and welfare;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Umatilla, Florida, as follows:

Section 1: Purpose and Intent. The zoning classification of the property described below (the "Property") is hereby amended from Residential Professional, Low Density Residential, and Urban Residential to Public Facilities District (PFD), as defined in the City of Umatilla Land Development Regulations. The Property is more particularly described and depicted as set forth on "Exhibit A" (Legal Description) attached hereto and incorporated herein by reference.

LEGAL DESCRIPTION: See Exhibit "A"

Alternate Key Nos. 3809534, 1406595, 1122406, 1406552, and 1406650

Section 2: Zoning Classification. The Property shall be designated as Public Facilities District, in accordance with Chapter 6, Section 2(j) of the City of Umatilla Land Development Regulations and the Master Developer's Agreement, attached hereto as Exhibit "B" and incorporated by herein by reference. All conditions, commitments, and representations set forth in the Master Developer's Agreement and any approved development plans shall be binding upon the Owner and any successors in interest.

Section 3: Zoning Map Amendment. The City Manager, or designee, is hereby directed to amend, alter, and implement the Official Zoning Map of the City of Umatilla to reflect the designation of the Property as Public Facilities District (PFD), consistent with this Ordinance.

Section 4: Severability. If any provision or portion of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of this Ordinance shall remain in full force and effect.

Section 5: Scrivener's Errors. Scrivener's errors or other non-substantive errors in the legal description may be corrected without a public hearing or at public meeting, by re-recording the original ordinance or a certified copy of the ordinance and attaching the correct legal description.

Section 6: Effective Date. This Ordinance shall become effective immediately upon passage by the City Council of the City of Umatilla.

PASSED AND ORDAINED in regular session of the City Council of the City of Umatilla, Lake County, Florida, this _____ day of _____, 2026.

Christopher Creech, Mayor
City of Umatilla, Florida

ATTEST:

Approved as to Form:

Jessica Burnham, CMC, FCRM
City Clerk

Jennifer Cotch
City Attorney

Passed First Reading _____
Passed Second Reading _____
(SEAL)

**“EXHIBIT A”
LEGAL DESCRIPTION**

Parcel “A”

From the Northwest Corner of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 12, Township 18 South, Range 26 East, Lake County, Florida, Run South 00°20'26" West along the West line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$, a distance of 466.62 feet (7.07 Chains) to the Point of Beginning of this description; From said Point of Beginning; Thence North 88°54'41" East, 130.00 feet; Thence South 00°20'26" West, 89.68 feet; Thence South 88°54'41" West, 130.00 feet to the West line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$; Thence North 00°20'26" East, Along said West line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$, a distance of 89.68 feet to the Point of Beginning.

AND

Parcel “B”

From the Northwest Corner of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 12, Township 18 South, Range 26 East, Lake County, Florida, Run South 00°20'26" West, Along the West line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$, a distance of 556.30 feet to the Point of Beginning of this Description; From said Point of Beginning Run North 88°54'41" East 130.00 feet; Thence North 00°20'26" East, 89.68 feet; Thence North 88°54'41" East 198.02 feet; Thence South 00°20'26" West 139.68 feet; Thence South 88°54'41" West 328.02 feet to the West line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$, a distance of 50.00 feet to the Point of Beginning.

AND

That part of the West 659.28 feet of Government Lot 4 in Section 7, Township 18 South, Range 27 East, Lake County, Florida, being more particularly described as follows:

Commencing at a railroad spike at the Northwest corner of said Government Lot 4 run thence South 00°17'57" West along the West line of said Government Lot 4 and also being the West line of said Section 7, a distance of 29.47 feet to the Southerly maintained right of way of County Road No. 450 and the Point of Beginning; thence North 89°00'40" West 1276.95 feet to the South line of said Section 7; thence South 88°18'57" West along the South line of said Section 7, a distance of 512.45 feet to the Southwest corner of said Section 7; thence North 00°17'57" East, along the West line of said Section 7, a distance of 1287.40 feet to the Point of Beginning.

AND

Commence at the Northeast corner of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 12, Township 18 South, Range 26 East, in Lake County, Florida and run South along the East line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ a distance of 465.00 feet to the Point of Beginning of this description; from said Point of Beginning run South 88°57'04" West, 988.13 feet, thence South 00°22'20" West, 265.98 feet; thence North 86°58'10" East, 991.98 feet to the said East line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of said Section 12; thence North along the said East line of the Southeast $\frac{1}{4}$ a distance of 231.66 feet to the Point of Beginning.

AND

The North 241.56 feet of the South 584.1 feet of the East 992 feet of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 12, Township 18 South, Range 26 East, Lake County, Florida.

AND

Commence at the Northeast corner of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 12, Township 18 South, Range 26 East, in Lake County, Florida and run South along the East line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ a distance of 696.66 feet to the Point of Beginning of this description; from said Point of Beginning run South $86^{\circ}58'10''$ West 991.38 feet, thence South $00^{\circ}22'20''$ West, 4.22 feet to a point designated as Point "A"; thence return to the Point of Beginning and run South along the East line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ a distance of 35.88 feet, thence run Northwesterly to Point "A".

AND

The West 83.38 feet of the North 466.62 feet of the East 362 feet of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 12, Township 18 South, Range 26 East, Lake County, Florida. Less and except right of way of State Road No. S-450 a/k/a E. Collins Street.

AND

Beginning at the Northeast corner of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 12, Township 18 South, Range 26 East, Lake County, Florida, of the Tallahassee Meridian, run thence South 6.75 chains (445.50 feet), run thence West 7.07 chains (466.62 feet) to the Point of Beginning. Less and Except the West 188 feet thereof. Also, Less and except right of way of State Road No. S-450 a/k/a E. Collins Street.

BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

Parcel A:

A portion of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 12, Township 18 South, Range 26 East, Lake County, Florida, being more particularly described as follows:

Commencing at the Northeast corner of the Southeast $\frac{1}{4}$ of said Section 12, run South $00^{\circ}17'57''$ West along the East line of said Southeast $\frac{1}{4}$, a distance of 29.47 feet to a Point on the Southerly right of way line of East Collins Street and the Point of Beginning; thence continue South $00^{\circ}17'57''$ West, along the East line of said Southeast $\frac{1}{4}$ and the West line of the land described in Official Records Book 6206, Page 2082, of the Public Records of Lake County, Florida, a distance of 435.48 feet, to a point on said Southerly maintained right of way line of East Collins Street; thence run North $89^{\circ}14'26''$ East, along said Southerly maintained right of way line, for a distance of 278.62 feet to the Point of Beginning.

Parcel B:

A portion of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 12, Township 18 South, Range 26 East, Lake County, Florida, being more particularly described as follows:

Commencing at the Northeast corner of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of said Section 12, run South $00^{\circ}17'57''$ West, along the East line of said Southeast $\frac{1}{4}$, a distance of 29.47 feet to a point on the Southerly maintained right of way line of East Collins Street; thence run South $89^{\circ}14'26''$ West, along said Southerly maintained right of way line, for a distance of 278.62 feet to the Point of Beginning; thence run South $00^{\circ}17'57''$ West for a distance of 435.48 feet to the North line of the land described in Official Records Books 6206, Page 2080, of the Public Records of Lake County, Florida; thence run South $89^{\circ}15'01''$ West, along said North line, for a distance of 83.38 feet; thence, departing said North line, run North $00^{\circ}17'57''$ East for a distance of 435.47 feet to a point on said Southerly maintained right of way line of East Collins Street; thence run North $89^{\circ}14'26''$ East, along said Southerly maintained right of way line, for a distance of 83.38 feet, to the Point of Beginning.

MASTER DEVELOPER'S AGREEMENT

This Master Developer's Agreement (the "Agreement") is made this ____ day of _____, 2026, by and between the **CITY OF UMATILLA, a Florida municipal corporation** ("City"), whose address is 1 South Central Avenue, Umatilla, Florida 32784, and **First Baptist Church of Umatilla, a Florida Non-Profit Corporation** ("Owner"), whose address 550 Hatfield Drive, Umatilla, Florida 32784, hereinafter referred to collectively as the "Parties."

RECITALS

1. The Owner desires to rezone 31.45 ± acres of property within the City of Umatilla, described and depicted as set forth on Exhibit "A" attached to and incorporated in this Agreement (hereafter referred to as the "Property").

2. The Property is currently located within the City of Umatilla and is currently zoned " Low Density Residential (R-3), Urban Residential (UR-5), and Residential Professional (RP) with a Future Land Use designations "Single Family Low Density," "Single Family Medium Density," and "Multi-Family Medium Density, " as adopted by the City of Umatilla.

3. Owner has filed applications for rezoning for the Property as Public Facilities District and a comprehensive plan map amendment to Institutional.

4. Owner represents that it is the sole legal owner of the Property and that it has the full power and authority to make, deliver, enter into, and perform pursuant to the terms and conditions of this Agreement and has taken all necessary action to authorize the execution, delivery, and performance of the terms and conditions of this Agreement.

5. The City of Umatilla has determined that the rezoning and comprehensive plan map amendment of the Property is consistent with the City's Comprehensive Plan and the proposal for its development presents, among other things, an opportunity for the City to secure quality planning and growth, and protection of the environment.

6. Owner will fund certain public improvements and infrastructure to facilitate the development of the Property.

7. The Property is within the City's Chapter 180, Florida Statutes, utility district, and Owner has requested and City desires to provide water and sewer as well as other municipal services to the Property.

ACCORDINGLY, in consideration of the mutual benefits and the public interest and other good and valuable considerations, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

Section 1. Recitals. The above recitals are true and correct, are hereby incorporated herein by reference, and form a material part of this Agreement. All exhibits to this Agreement are hereby deemed a part thereof.

Section 2. Conditions Precedent. Owner has filed an application for a small scale comprehensive plan amendment and rezoning for the Property. It is understood and agreed to by the City and the Owner that this Agreement shall not be binding or enforceable as to any party unless and until: a) the City duly adopts the Agreement, b) the City adopts an ordinance amending the future land use, and c) the City adopts an ordinance rezoning the Property. The parties hereto understand and acknowledge that the City is in no way bound to amend the future land use map and rezone the Property. The City shall have the full and complete right to approve or deny the applications for small scale comprehensive plan map amendment and rezoning.

Section 3. Land Use/Development. All development shall be consistent with the City's "PFD" (Public Facilities District) zoning district and shall be subject to approval by the City in accordance with its adopted legislative and administrative procedures.. Prior to the issuance of any site development permits or the commencement of vertical or horizontal construction activities on the Property, the Owner shall obtain approval of a Conceptual Development Plan ("CDP") by the City Council. Development of permanent principal structures, including but not limited to an amphitheater or private school, shall require approval of a CDP by the City Council. Approval of a CDP shall require an amendment to this Agreement only if the approved CDP modifies an express development standard or obligation contained herein.

Notwithstanding the foregoing, Special Events on the Property may be authorized prior to CDP approval, provided such Special Events are approved by the City through a Special Event Plan or similar administrative approval process.

The City's approval of Special Events may establish limitations and conditions including, but not limited to, event type, frequency, duration, attendance thresholds, parking, traffic control, noise mitigation, security, and public safety requirements.

Approval of Special Events shall not authorize construction of permanent improvements unless and until a CDP has been approved by the City Council.

All land uses must conform to uses and densities/intensities allowed within the land use designations assigned to the Property on the Future Land Use Map of the City's adopted Comprehensive Plan. As set forth further below, all land use issues addressed herein must be adopted by City through its regular procedures before being effective. Failure of this Agreement to address any particular permit, condition, term, or restriction shall not relieve Owner of the necessity of complying with the law governing said permitting requirements, conditions, term, or restriction.

Section 4. Permitted Uses. Permitted Uses shall be:

- a. Secondary Church Building
- b. Private 22' Driveway on alternate key #1406552
- c. Special events, including but not limited to such as fireworks, festivals, and baptisms, which may occur prior to or independent of construction, subject to the compliance with applicable City special event regulations.
- d. Amphitheater
- e. Private School

Section 5. Development Standards. Development Standards shall be as follows:

- a. Maximum Impervious Surface Ratio (ISR) – Seventy-Five Percent (75%).
- b. Minimum Perimeter Building Setbacks as measured from the property line:
 - North – Adjacent to CR 450 – Thirty-five feet (35')
 - North – Twenty feet (20')
 - South – Twenty feet (20')
 - East – Twenty feet (20')
 - West – Twenty-five feet (25')
 - Adjacent to lake – Fifty feet (50')
- c. Interior buildings shall be setback a minimum of ten feet (10') from edge of pavement.
- d. Maximum building height shall be limited to thirty-five feet (35').
- e. Parking: The Applicant will be required to meet the parking requirements of the Umatilla Land Development Regulations for the proposed uses.
- f. For clarity and avoidance of doubt, the open space requirement associated with the development of the Property shall be 25% of the total developable acreage of the Property.
- g. All special events generating 250 visitors or more shall comply with the Special Event regulations of Article I, Section 6-6 of the Code of Ordinances even if alcoholic beverages are not proposed.
- h. All fireworks shall be coordinated with the Umatilla Fire Department and any fees for stand by fire

protection shall be the responsibility of the property owner.

- i. Outdoor activities shall not create a noise disturbance pursuant to Article IV of the City Code of Ordinances.
- j. Any zoning standard not specifically listed in this Agreement shall be in compliance with the PFD zoning district standards and other applicable sections of the Land Development Code.

Section 6. Site Access and Transportation Improvements. Vehicular access to the Property shall be provided by one (1) primary access point on CR 450 with a secondary access point on N. Orange Avenue. The secondary access permit shall not be issued until such time as the primary access permit has been issued by Lake County and no final sign off of access permit shall be issued by the City until such time as the primary access has been constructed and approved by Lake County. Other potential vehicular and pedestrian accesses will be reviewed during the development review process.

- a. The Owner shall provide all necessary improvements within and adjacent to the development as required by Lake County and City of Umatilla.
- b. All roads within the development shall be designed and constructed by the developer to meet the applicable City of Umatilla minimum requirements.
- d. The City of Umatilla will not be responsible for the maintenance or repair of any of the roads or transportation improvements. The project entrance may be gated, in which event the Owner shall establish an appropriate legal entity that will be responsible to pay the cost and perform the services to maintain the roads and transportation improvements.
- e. A traffic/transportation study in accordance with the traffic analysis requirements of the City Land Development Code shall be submitted prior to construction plan approval for review and determination of any necessary access or off-site improvements including any which may be required by the Florida Department of Transportation and Lake County. Said improvements will be the responsibility of the Owner and must be in place prior to or concurrent with the impacts of development.

Section 7. Lighting. All exterior lighting shall be arranged to reflect light away from adjacent properties to the greatest extent possible while providing lighting adequate to ensure safety on road right of way.

Section 8. Water, Wastewater, and Reuse Water. Subject to the terms herein, Owner and their successors and assigns agree to obtain water, reuse water, irrigation water, and wastewater service (hereafter, "Utilities") exclusively through purchase from City when available. Owner covenants and warrants to City that it will not engage in the business of providing such Utilities to the Property or within City's F.S. Chapter 180 utility district. Notwithstanding the foregoing, private wells for irrigation purposes will be allowed within the Property's active and passive parks, entry feature areas and common areas, so long as such wells are approved and permitted by the St. Johns River Water Management District (the "District") and comply with the rules and regulations of the District. Owner shall construct, at Owner's expense, all on-site utility facilities (e.g. lift stations and lines) as well as pay for the extension of facilities from City's current point of connection. Owner shall also construct, at Owner's expense, "dry" utility lines for reclaimed water purposes. All such improvements must be constructed to City requirements and transferred to City as a contribution in aid of construction. Owner and City may enter into a pioneering agreement regarding a proportionate share contribution for properties desiring to connect to the utility improvements. In the event the City requests that Owner construct utility lines in excess of the size needed to serve the Property, City and Owner shall negotiate in good faith to enter into a utility upsizing agreement. Septic systems may be used temporarily until central sewer service is available within 1,000 feet of the Property, at which time Owner shall connect to City utilities.

Section 9. Impact Fees. Owner shall be required to pay impact fees as established by City from time to time, including water and wastewater impact fees. The amount to be paid shall be the adopted impact fee rate schedule at the time of building permit issuance. Notwithstanding the foregoing, Owner may, at any time, elect to pre-pay such impact fees for as many units as Owner submits full payment to the City for the impact fees in effect at the time such payment is made. In such event, such pre-payment shall result in pre-paid impact fee credits for the Property which shall be applied by the City upon the issuance of building permits. The City hereby agrees to reserve utility

capacity for the Property provided that Owner is in full compliance with the terms and conditions of this Agreement.

Section 10. Easements. Owner shall provide the City such easements or right of way in form acceptable to the City Attorney, as the City deems necessary for the installation and maintenance of utility services, including but not limited to sewer, water, and reclaimed water services.

Section 11. Landscaping/Buffers. Developer has reviewed City's Land Development Code relating to landscaping and agrees to comply with such regulations. Owner shall, at its sole expense, install underground irrigation systems on all common areas of the Property, as well as exercise any other measures reasonably necessary to ensure the long-term maintenance of the landscaping. A twenty (20) foot wide Type "B" buffer shall be provided along the perimeter property boundaries. A 6' solid fence shall be provided within the buffer for the full property boundary along the northern and southern boundary on alternate key #1406552 and shall be installed prior to the City's acceptance thereof.

Owner acknowledges City's goal of achieving a greater level of tree preservation within the City. In aid of such goal, Owner agrees to comply with all applicable City of Umatilla Land Development Code pertaining to tree removal and replacement.

Section 12. Stormwater Management. Owner agrees to provide at Owner's expense a comprehensive stormwater management system consistent with all regulatory requirements of the City and the St. John's River Water Management District. Impacts to flood plains are allowed in accordance with the Water Management District procedures for compensating storage and will be based on the 100-year floodplain established by Lake County.

Section 13. Other Municipal Facilities/Services. The City hereby agrees to provide, either directly or through its franchisees or third-party providers, police and fire protection, emergency medical services, and solid waste collection, disposal, and recycling services to the Property under the same terms and conditions and in the same manner as are afforded to all other residential property owners within the City.

Section 14. Environmental Considerations. The Owner agrees to comply with all Federal, State, County, and City laws, rules and regulations regarding any environmental issues affecting the Property.

Section 15. Signage. Owner shall submit a master sign plan as a component of the site plan application for the Property. Such plan shall be in compliance with all applicable regulations contained within the City of Umatilla's Land Development Code, unless City grants a waiver or variance pursuant to the City's Land Development Code.

Section 16. Title Opinion. Owner shall provide to City, in advance of the City's execution of this Agreement, a title opinion of an attorney licensed in the State of Florida, or a certification by an abstractor or title company authorized to do business in the State of Florida, showing marketable title to the Property to be in the name of the Owner and showing all liens, mortgages, and other encumbrances not satisfied or released of record.

Section 17. Compliance with City Laws and Regulations. Except as expressly modified herein, all development of the Property shall be subject to compliance with the City Land Development Code and City Code provisions, as amended, as well as regulations of County, State, local, and Federal agencies. All improvements and infrastructure shall be constructed to City standards.

Section 18. Due Diligence. The City and Owner further agree that they shall commence all reasonable actions necessary to fulfill their obligations hereunder and shall diligently pursue the same throughout the existence of this Agreement. The City shall further provide all other municipal services to the Property as are needed by Owner from time to time in accordance with the City's applicable policies for the provision of said services.

Section 19. Enforcement/Effectiveness. A default by either party under this Agreement shall entitle the other party to all remedies available at law. This is a non-statutory development agreement which is not subject to or enacted pursuant to the provisions of Sections 163.3220 - 163.3243, *Florida Statutes*. Approval of Special Events

prior to CDP approval shall not be construed as approval of development, site layout, infrastructure, or permanent improvements, nor shall such approval confer vested rights with respect to future development of the Property.

Section 20. Governing Law. This Agreement shall be construed in accordance with the laws of the State of Florida and venue for any action hereunder shall be in the Circuit Court of Lake County, Florida.

Section 21. Binding Effect; Assignability. This Agreement, once effective, shall be binding upon and enforceable by and against the parties hereto and their assigns. This Agreement shall be assignable by the Owner to successive owners. Owner shall, however, provide written notice to the City of any and all such assignees. The rights and obligations set forth in this Agreement shall run with the land and be binding on all successors and/or assignees. Owner consents to the placement of a claim of lien on the Property upon default in payment of any obligation herein without precluding any other remedies of City. The parties hereby covenant that they will enforce this Agreement and that it is a legal, valid, and binding agreement.

Section 22. Waiver; Remedies. No failure or delay on the part of either party in exercising any right, power, or privilege hereunder will operate as a waiver thereof, nor will any waiver on the part of either party or any right, power, or privilege hereunder operate as a waiver of any other right, power, privilege hereunder, nor will any single or partial exercise of any right, power, or privilege hereunder preclude any other further exercise thereof or the exercise of any other right, power, or privilege hereunder.

Section 23. Exhibits. All exhibits attached hereto are hereby incorporated in and made a part of this Agreement as if set forth in full herein.

Section 24. Notice. Any notice to be given shall be in writing and shall be sent by certified mail, return receipt requested, to the party being noticed at the following addresses or such other address as the parties shall provide from time to time:

As to City:	City Manager City of Umatilla P.O. Box 2286 Umatilla, FL 32784-2286 352-669-3125 Telephone
Copy to:	Mayor City of Umatilla P.O. Box 2286 Umatilla, Florida 32784-2286 352-669-3125 Telephone Kevin Stone Stone & Gerken, P.A. 4850 N. Highway 19A Mount Dora, FL 32757 352-357-0330 Telephone
As to Owner:	First Baptist Church of Umatilla 550 Hatfield Drive Umatilla, FL 32784 352-669-3214 Telephone

Copy to:	
----------	--

Section 25. Entire Agreement. This Agreement sets forth all of the promises, covenants, agreements, conditions, and understandings between the parties hereto, and supersedes all prior and contemporaneous agreements, understandings, inducements or conditions, express or implied, oral or written, except as herein contained. However, the failure of this Agreement to address a particular permit, condition, term, or restriction shall not relieve Owner from complying with the law governing said permitting requirements, conditions, terms or restrictions.

Section 26. Term of Agreement. The term of this Agreement shall commence on the date this Agreement is executed by both the City and Owner and shall terminate ten (10) years thereafter; provided, however, that the term of this Agreement may be extended by mutual consent of the City and the Owner, subject to a public hearing.

Section 27. Amendment. Amendments to the provisions of this Agreement shall be made by the parties only in writing by formal amendment.

Section 28. Severability. If any part of this Developer's Agreement is found invalid or unenforceable in any court, such invalidity or unenforceability shall not affect the other parts of this Developer's Agreement, if the rights and obligations of the parties contained herein are not materially prejudiced and if the intentions of the parties can be effected. To that end, this Developer's Agreement is declared severable.

IN WITNESS WHEREOF, the parties have set their hands and seals this ____ day of _____, 2026.

CITY OF UMATILLA, FLORIDA

By: _____
Christopher R. Creech, Mayor

ATTEST:

Jessica Burnham
City Clerk

FIRST BAPTIST CHURCH OF UMATILLA

Printed Name: _____

Printed Name: _____

By: _____
Printed Name: _____
As its: _____

STATE OF FLORIDA)
COUNTY OF LAKE)

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ____ day of _____, 2026, by _____, who is personally known to me ☐ or has produced _____ as identification.

(Signature of Notary Public - State of Florida)

Name of Notary Public: _____
(Print, Type, or Stamp Commissioned Name of Notary Public)

Commission No.: _____
My Commission Expires: _____

**“EXHIBIT A”
LEGAL DESCRIPTION**

Parcel “A”

From the Northwest Corner of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 12, Township 18 South, Range 26 East, Lake County, Florida, Run South 00°20'26" West along the West line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$, a distance of 466.62 feet (7.07 Chains) to the Point of Beginning of this description; From said Point of Beginning; Thence North 88°54'41" East, 130.00 feet; Thence South 00°20'26" West, 89.68 feet; Thence South 88°54'41" West, 130.00 feet to the West line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$; Thence North 00°20'26" East, Along said West line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$, a distance of 89.68 feet to the Point of Beginning.

AND

Parcel “B”

From the Northwest Corner of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 12, Township 18 South, Range 26 East, Lake County, Florida, Run South 00°20'26" West, Along the West line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$, a distance of 556.30 feet to the Point of Beginning of this Description; From said Point of Beginning Run North 88°54'41" East 130.00 feet; Thence North 00°20'26" East, 89.68 feet; Thence North 88°54'41" East 198.02 feet; Thence South 00°20'26" West 139.68 feet; Thence South 88°54'41" West 328.02 feet to the West line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$, a distance of 50.00 feet to the Point of Beginning.

AND

That part of the West 659.28 feet of Government Lot 4 in Section 7, Township 18 South, Range 27 East, Lake County, Florida, being more particularly described as follows:

Commencing at a railroad spike at the Northwest corner of said Government Lot 4 run thence South 00°17'57" West along the West line of said Government Lot 4 and also being the West line of said Section 7, a distance of 29.47 feet to the Southerly maintained right of way of County Road No. 450 and the Point of Beginning; thence North 89°00'40" West 1276.95 feet to the South line of said Section 7; thence South 88°18'57" West along the South line of said Section 7, a distance of 512.45 feet to the Southwest corner of said Section 7; thence North 00°17'57" East, along the West line of said Section 7, a distance of 1287.40 feet to the Point of Beginning.

AND

Commence at the Northeast corner of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 12, Township 18 South, Range 26 East, in Lake County, Florida and run South along the East line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ a distance of 465.00 feet to the Point of Beginning of this description; from said Point of Beginning run South 88°57'04" West, 988.13 feet, thence South 00°22'20" West, 265.98 feet; thence North 86°58'10" East, 991.98 feet to the said East line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of said Section 12; thence North along the said East line of the Southeast $\frac{1}{4}$ a distance of 231.66 feet to the Point of Beginning.

AND

The North 241.56 feet of the South 584.1 feet of the East 992 feet of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 12, Township 18 South, Range 26 East, Lake County, Florida.

AND

Commence at the Northeast corner of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 12, Township 18 South, Range 26 East, in Lake County, Florida and run South along the East line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ a distance of 696.66 feet to the Point of Beginning of this description; from said Point of Beginning run South 86°58'10" West 991.38 feet, thence South 00°22'20" West, 4.22 feet to a point designated as Point “A”; thence return to the Point of Beginning and run South along the East line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ a distance of 35.88 feet, thence run Northwesterly to Point “A”.

AND

The West 83.38 feet of the North 466.62 feet of the East 362 feet of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 12, Township 18 South, Range 26 East, Lake County, Florida. Less and except right of way of State Road No. S-450 a/k/a E. Collins Street.

AND

Beginning at the Northeast corner of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 12, Township 18 South, Range 26 East, Lake County, Florida, of the Tallahassee Meridian, run thence South 6.75 chains (445.50 feet), run thence West 7.07 chains (466.62 feet) to the Point of Beginning. Less and Except the West 188 feet thereof. Also, Less and except right of way of State Road No. S-450 a/k/a E. Collins Street.

BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

Parcel A:

A portion of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 12, Township 18 South, Range 26 East, Lake County, Florida, being more particularly described as follows:

Commencing at the Northeast corner of the Southeast $\frac{1}{4}$ of said Section 12, run South $00^{\circ}17'57''$ West along the East line of said Southeast $\frac{1}{4}$, a distance of 29.47 feet to a Point on the Southerly right of way line of East Collins Street and the Point of Beginning; thence continue South $00^{\circ}17'57''$ West, along the East line of said Southeast $\frac{1}{4}$ and the West line of the land described in Official Records Book 6206, Page 2082, of the Public Records of Lake County, Florida, a distance of 435.48 feet, to a point on said Southerly maintained right of way line of East Collins Street; thence run North $89^{\circ}14'26''$ East, along said Southerly maintained right of way line, for a distance of 278.62 feet to the Point of Beginning.

Parcel B:

A portion of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 12, Township 18 South, Range 26 East, Lake County, Florida, being more particularly described as follows:

Commencing at the Northeast corner of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of said Section 12, run South $00^{\circ}17'57''$ West, along the East line of said Southeast $\frac{1}{4}$, a distance of 29.47 feet to a point on the Southerly maintained right of way line of East Collins Street; thence run South $89^{\circ}14'26''$ West, along said Southerly maintained right of way line, for a distance of 278.62 feet to the Point of Beginning; thence run South $00^{\circ}17'57''$ West for a distance of 435.48 feet to the North line of the land described in Official Records Books 6206, Page 2080, of the Public Records of Lake County, Florida; thence run South $89^{\circ}15'01''$ West, along said North line, for a distance of 83.38 feet; thence, departing said North line, run North $00^{\circ}17'57''$ East for a distance of 435.47 feet to a point on said Southerly maintained right of way line of East Collins Street; thence run North $89^{\circ}14'26''$ East, along said Southerly maintained right of way line, for a distance of 83.38 feet, to the Point of Beginning.



Business Impact Estimate Exemption

Ordinance 2026- B, First Baptist Church Rezoning

Summary of Ordinance:

AN ORDINANCE OF THE CITY OF UMATILLA, LAKE COUNTY, FLORIDA, REZONING APPROXIMATELY 31.45 ± ACRES OF LAND FROM RESIDENTIAL PROFESSIONAL (RP), LOW DENSITY RESIDENTIAL (R-3), AND URBAN RESIDENTIAL (UR-5) TO PUBLIC FACILITIES DISTRICT (PFD), FOR PROPERTY OWNED BY THE FIRST BAPTIST CHURCH OF UMATILLA, GENERALLY LOCATED SOUTH OF CR 450 AND EAST OF N. ORANGE AVE.; APPROVING A MASTER DEVELOPER'S AGREEMENT FOR THE PROPERTY; PROVIDING FOR CONDITIONS OF APPROVAL; DIRECTING UPDATES TO THE OFFICIAL ZONING MAP; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING FOR AN EFFECTIVE DATE.

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City is of the view that a business impact estimate is not required by state law¹ for the proposed ordinance.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or

¹ See Section 166.041(4), Florida Statutes.

- ☒ The proposed ordinance is enacted to implement the following:
- a. A development order or development permit, as defined in s. 163.3164, F.S.; a development agreement as authorized by ss. 163.3220-163.3243, F.S.; or a comprehensive plan amendment or land development regulation amendment initiated by an application by a private party other than the municipality;
 - b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
 - c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
 - d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.



CITY OF UMATILLA AGENDA ITEM STAFF REPORT

DATE: January 12, 2026

MEETING DATE: February 3, 2026

SUBJECT: First Reading of Ordinance No. 2026-B1, First Baptist Church of Umatilla Small Scale Comp Plan Amendment **(Continued to February 17th)**

BACKGROUND SUMMARY:

(Continued to February 17th)

The applicant is requesting a Comprehensive Plan Future Land Use amendment to change the subject property from a combination of Single-Family Low Density, Single-Family Medium Density, and Multi-Family Medium Density to Institutional. The surrounding land uses include Single-Family Low Density, Multi-Family Medium Density, and Institutional, and the site is located within the City's Utility Service Area. The proposed Institutional designation is compatible with adjacent development, supports the continued religious use of the property, promotes orderly and compact growth, and is consistent with the City's Comprehensive Plan. Under the existing land use designations, the maximum residential development potential is 139 dwelling units. Under the proposed Institutional designation, the property would allow up to 920,967 square feet of institutional development, resulting in a reduction in residential density and an increase in institutional square footage.

RECOMMENDATIONS:

Approval of First Reading of Ordinance No. 2026-B1, First Baptist Church of Umatilla Small Scale Comp Plan Amendment

FISCAL IMPACTS:

N/A

ATTACHMENTS:

1. Attachment #1 Staff Report
 2. Ordinance No. 2026-B1, First Baptist Church of Umatilla SSCPA
 3. business-impact-estimate-_Ord 2026-B1
-

CITY OF UMATILLA
PROJECT REVIEW STAFF REPORT BY LPG URBAN & REGIONAL PLANNERS, LLC
REZONING AND SMALL SCALE COMP PLAN AMENDMENT

Owner: First Baptist Church of Umatilla

General Location: East of N. Orange Ave. and South of E. Collins Street (CR 450)

Number of Acres: 31.45 ± acres

Existing Zoning: Residential Professional (RP), Urban Residential (UR-5), and Low Density Residential (R-3)

Proposed Zoning: Public Facilities District (PFD)

Existing Land Use: Single Family Low Density (3 units/acre), Single Family Medium Density (5 units/acre), and Multi-Family Medium Density (8 units/acre)

Proposed Land Use: Institutional

Date: November 19, 2025

Description of Project

The owner is seeking the rezoning and small scale comp plan amendment of five parcels to Public Facilities District (PFD) and Institutional (I) totaling 31.45 ± acres of which approximately 3.26 ± acres are classified as wetlands and water bodies. One parcel (alt key # 1406552) is developed with a single-family residence which the church would like to utilize as a secondary building to the existing church facilities and provide driveway access road to the adjoining properties to the east. The remaining parcels are undeveloped and a portion of the property fronts along East Lake.

	Surrounding Zoning	Surrounding Land Use
North	Residential Professional (RP) Public Facilities District (PFD)	Multi-Family Medium Density (8 units/acre) Institutional
South	Residential Professional (RP)	Multi-Family Medium Density (8 units/acre)
East	Low Density Residential (R-3)	Single Family Low Density (3 units/acre)
West	Public Facilities District (PFD)	Institutional

Assessment

Small Scale Comprehensive Plan Map Amendment

The applicant is requesting an amendment from Single Family Low Density (3 units/acre) (approximately 14.86 acres), Single Family Medium Density (5 units/acre) (approximately 12.85 acres), and Multi-Family Medium Density (8 units/acre) (approximately 3.77 acres) to Institutional (.75 ISR) per FLU Policies 1-2.1.1 and 1-2.8.1. The existing adjacent Land Uses are City Single Family Low Density (3 units/acre), Multi-Family Medium Density (8 units/acre) and Institutional (I). The subject property is within the City's Utility Service Area.

The proposed Institutional category is compatible with the adjacent properties, provides for the continued religious use, promotes orderly compact growth and is consistent with the comprehensive plan (FLU Policy 1-2.1.1, 1-2.8.1, 1-1.10.1, and 1-1.10.2).

For comprehensive plan purposes a maximum development scenario was utilized. Under the existing land uses the maximum residential development potential is 139 units. The proposed land use of Institutional allows the maximum development potential of 920,967 square feet per FLU Policy 1-2.1.1. The net result is a decrease of 178 residential units and an increase of 920,967 square feet.

The proposed amendment is consistent with the comprehensive plan and meets the following policies (among others):

Policy 1-2.1.1: Land Use Designations, and Maximum Intensity and Density.

15. Institutional - 75% maximum impervious surface ratio per parcel, which includes building coverage. Development shall be limited to public facilities as specified in Policy 1-2.1.5.

Policy 1-1.10.1: Land Use Allocation.

The City shall designate land use on the Future Land Use Map to accommodate needs identified within the Comprehensive Plan supporting document (i.e., Data Inventory & Analysis). The City shall allocate a reasonable amount of land above identified needs to avoid economic impacts, which a controlled supply of land places on land values and market potential.

Policy 1-1.10.2: Promote Orderly, Compact Growth.

Land use patterns delineated on the Future Land Use Map shall promote orderly, compact growth. The City shall encourage growth and development in existing developed areas where public facilities and services are presently in place and in those areas where public facilities can provide the most efficient service. Land shall not be designated for growth and development if abundant undeveloped land is already present within developed areas served by facilities and services.

Trip Generation Analysis

A trip generation analysis was conducted on the existing and proposed land use utilizing a maximum development scenario. The result indicates that the amendment would increase traffic by 333 PM Peak Hour Trips. E. Collins Street (CR 450) is a collector roadway with an adopted LOS of D. E. Orange Ave. is a local roadway with an adopted LOS of D. Prior to development, a traffic impact analysis will be required.

Proposed Land Use Program

Land Use	Size/Unit	ITE Code	Daily Trips	PM Peak Hour Trips	PM Trips Enter	PM Trips Exit
Church	921 KSF	560	6,401	451	203	248
TOTAL GROSS TRIPS (PROPOSED)			6,401	451	203	248

10th Edition**Existing Land Use Program**

Land Use	Size/Unit	ITE Code	Daily Trips	PM Peak Hour Trips	PM Trips Enter	PM Trips Exit
Single Family	109 Units	210	1,028	103	65	38
Multi Family	30 Units	220	202	15	10	5
TOTAL GROSS TRIPS (EXISTING)			1,230	118	75	43

* 11th Edition**Net Difference (Proposed Net Trip Generation Minus Existing Net Trip Generation)**

Land Use	PM Peak Hour Trips	PM Trips Enter	PM Trips Exit
TOTAL NET TRIPS (PROPOSED – EXISTING)	333	128	205

School Impact Analysis

The amendment will decrease school impacts by 39 students as outlined below.

Existing Land Use Residential Units: 109 SF units/30 MF units

Proposed Development Residential Units: 0 units

The anticipated number of students generated by the existing land use is shown in Table 1.

TABLE 1
STUDENTS GENERATED BASED ON EXISTING DEVELOPMENT

Lake County Student Generation Rates	
Single Family >800 SF	
Type	Student Multipliers per Dwelling Unit
High School	0.100
Middle School	0.072
Elementary School	0.140
Total	0.312

Lake County Student Generation Rates	
Multi-Family 551-800 SF	
Type	Student Multipliers per Dwelling Unit
High School	0.041
Middle School	0.037
Elementary School	0.091
Total	0.169

SCHOOL	SF Units	STUDENT GENERATION RATE	STUDENTS GENERATED	MF UNITS	STUDENT GENERATION RATE	STUDENTS GENERATED	GRAND TOTAL
ELEMENTARY	109	0.140	15	30	0.091	3	18
MIDDLE	109	0.072	8	30	0.037	1	9
HIGH	109	0.100	11	30	0.041	1	12
GRAND TOTAL			34			5	39

Potable Water Analysis

The subject site is within the City of Umatilla's Utility Service Area. The city currently owns, operates and maintains a central potable water treatment and distribution system. The permitted plant capacity is 2.290 MGD and the permitted consumptive use permit capacity is .733 MGD (SJRWMD CUP 2646-6). The City has a negative capacity of -0.0149 MGD (includes Yancey amendment) for concurrency

purposes and an analysis was conducted of the proposed amendment based on maximum intensity land use and the City's Level of Service (LOS) standards (Table 1). The analysis concludes that the proposed amendment will cause a deficiency (-0.046).

Chapter 9, Section 2(c) of the LDRs outlines the standards to be met for concurrency. Item 2 indicates that the necessary facilities and services are in place at the time a development permit is issued, or a development permit is issued subject to the condition that the necessary facilities and services will be in place by a specified date when the impacts of the development are anticipated to occur. It should be noted that the City is in the process of increasing the consumptive use permit capacity and is scheduled within 2026.

Sanitary Sewer Analysis

The subject site is within the City of Umatilla's Utility Service area; however, sewer is not available. Development will be served by onsite disposal systems.

Solid Waste Analysis

The LOS for solid waste is 5 lbs per day per capita. The estimated number of employees is 10 and the estimated solid waste is 50 lbs per day. The proposed amendment will not cause a deficiency in the LOS.

Environmental Analysis

The subject site is partially located within the 100-year flood plain associated with East Lake. Appropriate upland buffers will be required adjacent to wetlands/waterbodies pursuant to the city's land development regulations. Should protected species occur, prior to development appropriate regulatory permits will be required.

Rezoning

The proposed rezoning would allow the expansion of the existing campus located at 570 Hatfield Drive (17.84 ± acres) for a total of 49.29 ± acres as institutional uses. The additional properties would be utilized as a secondary church building, private 22' driveway, grassed parking area, and special events such as fireworks, festivals, and baptisms. Phase II future plans would include an amphitheater by the lake and/or a private school. Plans include adding 900' of fencing with gates on the property along Collins (CR 450).

It is staff's understanding that the proposed driveway on alt key #1406552 would accommodate pedestrian, golf cart, and vehicular traffic and would be utilized in conjunction with special events occurring on the adjacent properties including the lake front property. The proposed plans indicate that the private driveway would end along the eastern boundary of the subject parcel. The amount of traffic generated by special events adjacent to residential areas raise a concern regarding noise and traffic generation along a residential street, especially during early morning hours. If approved, to address the noise issue, it is highly recommended that a 6' high solid fence and a 20' Type "B" buffer be installed along the northern and southern property boundary of this parcel.

The proposed private driveway does not extend into the area where the proposed special events would be occurring. The applicant is proposing providing grass parking; however, handicapped parking and access should be addressed. Additionally, due to public safety, traffic generation, and compliance with

LDR regulations Chapter 6, Section 2(j)(3)(A) which states approved PFD uses shall front on an arterial or collector roadway (CR 450 is designated as a collector). The main access to special events should be provided by E Collins Street (CR 450) in compliance with the LDRs. A driveway connection permit with Lake County will be required. Staff recommends that should the driveway connection be approved along Orange Ave. by the City Council, the applicant should provide evidence that the driveway connection permit has been issued by Lake County prior to the city issuing a connection permit for the Orange Ave. driveway.

Due to public safety, all special events associated with First Baptist Church of Umatilla generating 250 visitors or more shall comply with the Special Event regulations of Article I, Section 6-6 of the Code of Ordinances even if alcoholic beverages are not proposed.

Any proposed fireworks associated with First Baptist Church of Umatilla shall be coordinated with the Umatilla Fire Department and any fees for stand by fire protection shall be the responsibility of the property owner.

Recommendation

Staff recommends approval of the land use amendment as it is in compliance with the comprehensive plan. Staff recommends approval of the PFD zoning with the following conditions:

Main access shall be from CR 450 (E Collins)

Driveway connection permit to CR 450 shall be issued by Lake County prior to applying for a driveway connection permit from the city for Orange Ave.

Installation of the driveway apron for CR 450 shall be completed prior to finalizing the Orange Ave. driveway.

A 6' high solid fence and a 20' Type "B" buffer be installed along the northern and southern property boundary of alt key # #1406552.

Due to public safety, all special events associated with First Baptist Church of Umatilla properties generating 250 visitors or more shall comply with the Special Event regulations of Article I, Section 6-6 of the Code of Ordinances even if alcoholic beverages are not proposed.

Any proposed fireworks associated with First Baptist Church of Umatilla shall be coordinated with the Umatilla Fire Department and any fees for stand by fire protection shall be the responsibility of the property owner.

Table 1 – Water Analysis

Ordinance #	Acres	Existing Land Use	Proposed Land Use	Maximum Development	Water Demand (gross) (mgpd)	Capacity or Deficit (mgpd)
City of Umatilla Current Capacity						-0.0149 *
FBC	31.45	MF Med Density SF Med Density SF Low Density	Institutional (0.75 ISR)	920,967 SF	0.0267	-0.0267
Total	31.45	139 Units		920,967		- 0.0416

*Includes Yancey Amendment

Estimated water demand based on PF Policy 4-1.10.1 of LOS of 150 gpdpc

Commercial based on 850 gpd per acre

Persons per household – 2.0

Table 2 – Water Analysis based on Zoning

Ordinance #	Acres	Proposed City Zoning	Maximum Development	Water Demand (gross) (mgpd)	Capacity or Deficit (mgpd)
City of Umatilla Current Capacity					0.278
FBC	31.45	PFD	920,967 SF	0.0267	0.0267
Total	31.45				0.2513

ORDINANCE 2026-B1

AN ORDINANCE OF THE CITY OF UMATILLA, LAKE COUNTY, FLORIDA, PURSUANT TO SECTION 163.3187(1)(b), FLORIDA STATUTES; AMENDING THE FUTURE LAND USE DESIGNATION OF 31.45 ± ACRES OF LAND FROM SINGLE FAMILY LOW DENSITY, SINGLE FAMILY MEDIUM DENSITY, AND MULTI-FAMILY MEDIUM DENSITY TO INSTITUTIONAL UNDER THE CITY OF UMATILLA COMPREHENSIVE PLAN; FOR PROPERTY OWNED BY FIRST BAPTIST CHURCH OF UMATILLA GENERALLY LOCATED SOUTH OF CR 450 AND EAST OF N. ORANGE AVE.; DIRECTING THE CITY CLERK TO TRANSMIT THE AMENDMENT TO THE APPROPRIATE GOVERNMENTAL AGENCIES PURSUANT TO CHAPTER 163, FLORIDA STATUTES; AUTHORIZING THE CITY MANAGER TO AMEND SAID COMPREHENSIVE PLAN; PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, a petition has been received from First Baptist Church of Umatilla (the “Owner”) requesting that the Future Land Use designation of certain real property within the City limits of the City of Umatilla (the “City”) from Single Family Low-Density, Single-Family Medium Density, and Multi-Family Medium Density to Institutional, pursuant to the City’s Comprehensive Plan; and

WHEREAS, the proposed Future Land Use amendment is consistent with and furthers the goals, objectives, and policies of the City’s Comprehensive Plan and is compatible with the surrounding land uses; and

WHEREAS, the proposed amendment applies to approximately 31.45 ± acres of land and does not increase the allowable residential density under the City of Umatilla Comprehensive Plan, consistent with Section 163.3187(1)(b), Florida Statutes; and

WHEREAS, the proposed amendment constitutes a small-scale comprehensive plan amendment under Section 163.3187(1)(b), Florida Statutes; and

WHEREAS, the City’s Local Planning Agency (LPA) has reviewed the proposed amendment and provided its recommendation to the City Council; and

WHEREAS, the City Council conducted public hearings on the proposed amendment, considered the recommendations of the LPA and City staff, and received all public comments, favorable or unfavorable; and

WHEREAS, the City finds that the Owner of the Property has been properly notified and that all procedural and substantive requirements of applicable law have been satisfied;

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

Section 1: Purpose and Intent. The Future Land Use designation of the following described property, being situated in the City of Umatilla, Florida, is hereby amended from Single Family Low-Density, Single-Family Medium Density, and Multi-Family Medium Density to Institutional, as set forth on Exhibit “A” and depicted on Exhibit “B”, attached hereto and incorporated herein by reference.

LEGAL DESCRIPTION: See Exhibit A

Alternate Key #'s 3809534, 1406595, 1122406, 1406552, and 1406650

Section 2: Implementation. A certified copy of this Ordinance shall be filed in the City Clerk's office as a permanent record of the City, and that matters and contents therein are made a part of this Ordinance by reference as fully and completely as if set forth herein, and such copy shall remain on file in said office available for public inspection.

The City Clerk is hereby directed to transmit a copy of this Ordinance to the appropriate governmental agencies as required by Chapter 163, Florida Statutes.

The City Manager is hereby authorized and directed to update the City's Comprehensive Plan Future Land Use Map to reflect the amendment adopted herein.

Section 3: Severability. If any provision or portion of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of this Ordinance shall remain in full force and effect.

Section 4: Conflicts. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 5: Scrivener's Errors. Scrivener's errors or other non-substantive errors in the legal description may be corrected without a public hearing or at public meeting, by re-recording the original ordinance or a certified copy of the ordinance and attaching the correct legal description.

Section 6: Effective Date. This Ordinance shall become effective 31 days after adoption, provided no challenge is filed pursuant to Section 163.3187, Florida Statutes. If this Ordinance is challenged within 30 days after its adoption, this Ordinance shall not become effective until a final order is issued by the state land planning agency or the Florida Administration Commission determining that it is in compliance.

PASSED AND ORDAINED in regular session of the City Council of the City of Umatilla, Lake County, Florida, this _____ day of _____, 2026.

Christopher Creech, Mayor

ATTEST:

Approved as to Form:

Jessica Burnham, CMC, FCRM
City Clerk

Jennifer Cotch
City Attorney

Passed First Reading _____
Passed Second Reading _____
(SEAL)

ORDINANCE NO. 2026-B1

**“EXHIBIT A”
LEGAL DESCRIPTION**

Parcel “A”

From the Northwest Corner of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 12, Township 18 South, Range 26 East, Lake County, Florida, Run South 00°20'26" West along the West line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$, a distance of 466.62 feet (7.07 Chains) to the Point of Beginning of this description; From said Point of Beginning; Thence North 88°54'41" East, 130.00 feet; Thence South 00°20'26" West, 89.68 feet; Thence South 88°54'41" West, 130.00 feet to the West line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$; Thence North 00°20'26" East, Along said West line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$, a distance of 89.68 feet to the Point of Beginning.

AND

Parcel “B”

From the Northwest Corner of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 12, Township 18 South, Range 26 East, Lake County, Florida, Run South 00°20'26" West, Along the West line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$, a distance of 556.30 feet to the Point of Beginning of this Description; From said Point of Beginning Run North 88°54'41" East 130.00 feet; Thence North 00°20'26" East, 89.68 feet; Thence North 88°54'41" East 198.02 feet; Thence South 00°20'26" West 139.68 feet; Thence South 88°54'41" West 328.02 feet to the West line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$, a distance of 50.00 feet to the Point of Beginning.

AND

That part of the West 659.28 feet of Government Lot 4 in Section 7, Township 18 South, Range 27 East, Lake County, Florida, being more particularly described as follows:

Commencing at a railroad spike at the Northwest corner of said Government Lot 4 run thence South 00°17'57" West along the West line of said Government Lot 4 and also being the West line of said Section 7, a distance of 29.47 feet to the Southerly maintained right of way of County Road No. 450 and the Point of Beginning; thence North 89°00'40" West 1276.95 feet to the South line of said Section 7; thence South 88°18'57" West along the South line of said Section 7, a distance of 512.45 feet to the Southwest corner of said Section 7; thence North 00°17'57" East, along the West line of said Section 7, a distance of 1287.40 feet to the Point of Beginning.

AND

Commence at the Northeast corner of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 12, Township 18 South, Range 26 East, in Lake County, Florida and run South along the East line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ a distance of 465.00 feet to the Point of Beginning of this description; from said Point of Beginning run South 88°57'04" West, 988.13 feet, thence South 00°22'20" West, 265.98 feet; thence North 86°58'10" East, 991.98 feet to the said East line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of said Section 12; thence North along the said East line of the Southeast $\frac{1}{4}$ a distance of 231.66 feet to the Point of Beginning.

AND

The North 241.56 feet of the South 584.1 feet of the East 992 feet of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 12, Township 18 South, Range 26 East, Lake County, Florida.

AND

Commence at the Northeast corner of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 12, Township 18 South, Range 26 East, in Lake County, Florida and run South along the East line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ a distance of 696.66 feet to the Point of Beginning of this description; from said Point of Beginning run South 86°58'10" West 991.38 feet, thence South 00°22'20" West, 4.22 feet to a point designated as Point “A”; thence return to the Point of Beginning and run South along the East line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ a distance of 35.88 feet, thence run Northwesterly to Point “A”.

AND

The West 83.38 feet of the North 466.62 feet of the East 362 feet of the Southeast ¼ of the Southeast ¼ of Section 12, Township 18 South, Range 26 East, Lake County, Florida. Less and except right of way of State Road No. S-450 a/k/a E. Collins Street.

AND

Beginning at the Northeast corner of the Southeast ¼ of the Southeast ¼ of Section 12, Township 18 South, Range 26 East, Lake County, Florida, of the Tallahassee Meridian, run thence South 6.75 chains (445.50 feet), run thence West 7.07 chains (466.62 feet) to the Point of Beginning. Less and Except the West 188 feet thereof. Also, Less and except right of way of State Road No. S-450 a/k/a E. Collins Street.

BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

Parcel A:

A portion of the Southeast ¼ of the Southeast ¼ of Section 12, Township 18 South, Range 26 East, Lake County, Florida, being more particularly described as follows:

Commencing at the Northeast corner of the Southeast ¼ of said Section 12, run South 00°17'57" West along the East line of said Southeast ¼, a distance of 29.47 feet to a Point on the Southerly right of way line of East Collins Street and the Point of Beginning; thence continue South 00°17'57" West, along the East line of said Southeast ¼ and the West line of the land described in Official Records Book 6206, Page 2082, of the Public Records of Lake County, Florida, a distance of 435.48 feet, to a point on said Southerly maintained right of way line of East Collins Street; thence run North 89°14'26" East, along said Southerly maintained right of way line, for a distance of 278.62 feet to the Point of Beginning.

Parcel B:

A portion of the Southeast ¼ of the Southeast ¼ of Section 12, Township 18 South, Range 26 East, Lake County, Florida, being more particularly described as follows:

Commencing at the Northeast corner of the Southeast ¼ of the Southeast ¼ of said Section 12, run South 00°17'57" West, along the East line of said Southeast ¼, a distance of 29.47 feet to a point on the Southerly maintained right of way line of East Collins Street; thence run South 89°14'26" West, along said Southerly maintained right of way line, for a distance of 278.62 feet to the Point of Beginning; thence run South 00°17'57" West for a distance of 435.48 feet to the North line of the land described in Official Records Books 6206, Page 2080, of the Public Records of Lake County, Florida; thence run South 89°15'01" West, along said North line, for a distance of 83.38 feet; thence, departing said North line, run North 00°17'57" East for a distance of 435.47 feet to a point on said Southerly maintained right of way line of East Collins Street; thence run North 89°14'26" East, along said Southerly maintained right of way line, for a distance of 83.38 feet, to the Point of Beginning.



Business Impact Estimate Exemption

Ordinance 2026- B1, First Baptist Church SSCPA

Summary of Ordinance:

AN ORDINANCE OF THE CITY OF UMATILLA, LAKE COUNTY, FLORIDA, PURSUANT TO SECTION 163.3187(1)(b), FLORIDA STATUTES; AMENDING THE FUTURE LAND USE DESIGNATION OF 31.45 ± ACRES OF LAND FROM SINGLE FAMILY LOW DENSITY, SINGLE FAMILY MEDIUM DENSITY, AND MULTI-FAMILY MEDIUM DENSITY TO INSTITUTIONAL UNDER THE CITY OF UMATILLA COMPREHENSIVE PLAN; FOR PROPERTY OWNED BY FIRST BAPTIST CHURCH OF UMATILLA GENERALLY LOCATED SOUTH OF CR 450 AND EAST OF N. ORANGE AVE.; DIRECTING THE CITY CLERK TO TRANSMIT THE AMENDMENT TO THE APPROPRIATE GOVERNMENTAL AGENCIES PURSUANT TO CHAPTER 163, FLORIDA STATUTES; AUTHORIZING THE CITY MANAGER TO AMEND SAID COMPREHENSIVE PLAN; PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT HERewith; PROVIDING FOR AN EFFECTIVE DATE.

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City is of the view that a business impact estimate is not required by state law¹ for the proposed ordinance.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;

¹ See Section 166.041(4), Florida Statutes.

- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☒ The proposed ordinance is enacted to implement the following:
 - a. A development order or development permit, as defined in s. 163.3164, F.S.; a development agreement as authorized by ss. 163.3220-163.3243, F.S.; or a comprehensive plan amendment or land development regulation amendment initiated by an application by a private party other than the municipality;
 - b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
 - c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
 - d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.



CITY OF UMATILLA AGENDA ITEM STAFF REPORT

DATE: January 26, 2026

MEETING DATE: February 3, 2026

SUBJECT: Resolution No. 2026-02, State Revolving Fund Loan Program Application (SAHM)

BACKGROUND SUMMARY:

Florida Statutes authorize loans to local government agencies for the construction of wastewater treatment facilities. Florida Administrative Code rules require authorization for local governments to apply for such loans, establish pledged revenues, designate an authorized representative, provide assurances of compliance with program requirements, and enter into a loan agreement.

Project No. WW35077 has been designated on the State Revolving Fund loan priority list as eligible for available funding. The City of Umatilla intends to enter into a loan agreement with the Florida Department of Environmental Protection under the State Revolving Fund to finance the wastewater treatment facility project.

RECOMMENDATIONS:

Approval of Resolution No. 2026-02, State Revolving Fund Loan Program Application (SAHM)

FISCAL IMPACTS:

Potential receipt of \$3,884,100 in grant funding

ATTACHMENTS:

1. Resolution No. 2026-02, State Revolving Fund Loan Program Application (SAHM)
-

RESOLUTION 2026-02

A RESOLUTION OF CITY OF UMATILLA, FLORIDA, RELATING TO THE STATE REVOLVING FUND LOAN PROGRAM; MAKING FINDINGS; AUTHORIZING THE LOAN APPLICATION; AUTHORIZING THE LOAN AGREEMENT; ESTABLISHING PLEDGED REVENUES; DESIGNATING AUTHORIZED REPRESENTATIVES; PROVIDING ASSURANCES; PROVIDING FOR CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.

WHEREAS, Florida Statutes provide for loans to local government agencies to finance the construction of wastewater treatment facilities; and

WHEREAS, Florida Administrative Code rules require authorization to apply for loans, to establish pledged revenues, to designate an authorized representative; to provide assurances of compliance with loan program requirements; and to enter into a loan agreement; and

WHEREAS, the State Revolving Fund loan priority list designates Project No. WW35077 as eligible for available funding; and

WHEREAS, the City of Umatilla, Florida, intends to enter into a loan agreement with the Department of Environmental Protection under the State Revolving Fund for project financing.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF UMATILLA, FLORIDA, AS FOLLOWS:

SECTION 1. Recitals. The foregoing findings are incorporated herein by reference and made a part hereof.

SECTION 2. Authorization to Apply for Loan. The City of Umatilla, Florida, is authorized to apply for a loan to finance the Project.

SECTION 3. Designation of Authorized Application Representative. The City Manager is hereby designated as the authorized representative to provide the assurances and commitments required by the loan application.

SECTION 4. Execution of Loan Agreement and Administration. The Mayor is hereby designated as the authorized representative to execute the loan agreement which will become a binding obligation in accordance with its terms when signed by both parties. The City Manager is authorized to represent the City in carrying out the City's responsibilities under the loan agreement. The City Manager is authorized to delegate responsibility to appropriate City staff to carry out technical, financial, and administrative activities associated with the loan agreement.

SECTION 5. Legal Authority. The legal authority for borrowing moneys to construct this Project is 166.111, Florida Statutes.

SECTION 6. Conflicts. All resolutions or part of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 7. Severability. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

SECTION 8. Effective Date. This Resolution shall become effective immediately upon its passage and adoption.

PASSED AND ORDAINED this _____ day of February 2026, by the City Council of the City of Umatilla, Florida.

Christopher R. Creech, Mayor
City of Umatilla, Florida

ATTEST:

Approved as to Form:

Jessica Burnham, CMC, FCRM
City Clerk

Jennifer Cotch
City Attorney



CITY OF UMATILLA AGENDA ITEM STAFF REPORT

DATE: January 27, 2026

MEETING DATE: February 3, 2026

SUBJECT: Final Reading of Ordinance No. 2026-A, Council Salaries 2026

BACKGROUND SUMMARY:

The City Charter authorizes the City Council to set the compensation of elected officials by ordinance. The current compensation levels for the Mayor and City Council members are established in Section 2-16 of the City of Umatilla Code of Ordinances. At the December 16, 2025 City Council meeting, the Council determined that an adjustment to elected official compensation was appropriate and directed that the Code be amended accordingly. The proposed ordinance revises Section 2-16 to increase the monthly compensation for City Council members from \$400 to \$600 and for the Mayor from \$500 to \$700 for their service in regular and special meetings, workshops, and official duties.

RECOMMENDATIONS:

Approval of Ordinance No. 2026-A, Council Salaries 2026

FISCAL IMPACTS:

FY 2026 - \$9,688.50, annually thereafter - \$12,918

ATTACHMENTS:

1. Ordinance No. 2026-A, Council Salaries 2026
 2. business-impact-estimate-_Ord 2026-A
-

ORDINANCE NO. 2026-A

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF UMATILLA, FLORIDA, AMENDING CHAPTER 2, ARTICLE II, SECTION 2-16 OF THE CITY OF UMATILLA CODE OF ORDINANCES, RELATING TO COMPENSATION OF THE MAYOR AND CITY COUNCIL MEMBERS; SETTING FORTH A REVISED SCHEDULE OF MONTHLY COMPENSATION FOR THE MAYOR AND CITY COUNCIL MEMBERS; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Article III, Section 4 of the City Charter authorizes the City Council to change the rate of pay of elected officials by ordinance; and

WHEREAS, the current compensation for the Mayor and City Council members is set forth in Section 2-16 of the City of Umatilla Code of Ordinances, as adopted by Ordinance 2016-A; and

WHEREAS, at a duly noticed meeting held on December 16, 2025, the City Council determined that an adjustment to the monthly compensation of the Mayor and City Council members was appropriate; and

WHEREAS, the City Council desires to amend the Code of Ordinances to reflect the revised compensation amounts.

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

SECTION 1. Recitals. The above recitals are true and correct.

SECTION 2. Amendment. Chapter 2, Article II, Section 2-16 of the City of Umatilla Code of Ordinances, entitled "Compensation," is hereby amended to read as follows:

(newly added text is underlined, deleted text is ~~struck through~~)

Sec. 2-16. - Compensation.

The city council and mayor shall be compensated as follows:

- (1) The city council members other than the mayor shall receive the sum of ~~four~~ six hundred dollars ~~(\$400.00)~~ (\$600.00) per month for regular and special city council meetings and workshops.

- (2) The mayor shall receive the sum of ~~five~~ seven hundred dollars ~~(\$500.00)~~ (\$700.00) per month for regular and special city council meetings, workshops, and other duties performed.
- (3) No council member shall be paid any sum as compensation accruing after the date of the council member's resignation, death, recall, impeachment, or the conclusion of the council member's term of office.
- (4) Each councilmember and the mayor shall be allowed two (2) absences from regular or special meetings each year with pay, and in all other absences pay may be allowed at the discretion of the city council.
- (5) ~~In the event that the duly elected mayor is unable to fulfill the duties of the office and the president of the city council is required to fill the position as acting mayor, an additional stipend of two hundred twenty-five dollars (\$225.00) per month shall be paid to the elected official performing both duties as council president and acting mayor.~~
- ~~(6)~~—The planning and zoning board members shall receive fifty dollars (\$50.00) per diem per planning and zoning board meeting attended.

Section 3. Conflicts. All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed to the extent of such conflict.

Section 4. Severability. If any section, subsection, sentence, clause, or phrase of this Ordinance is 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 5. Effective Date. This Ordinance shall take effect immediately upon adoption by the City Council of the City of Umatilla, Florida.

PASSED AND ADOPTED this ____ day of _____, 2026, by the City Council of the City of Umatilla, Florida.

CITY OF UMATILLA, FLORIDA

By: _____
Christopher Creech, Mayor

ATTEST:

Jessica Burnham, City Clerk, CMC, FCRM

Approved as to Form:

Jennifer Cotch, City Attorney



Business Impact Estimate Exemption

Ordinance 2026-A, Council Salaries

Summary of Ordinance: **ORDINANCE NO. 2026-A**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF UMATILLA, FLORIDA, AMENDING CHAPTER 2, ARTICLE II, SECTION 2-16 OF THE CITY OF UMATILLA CODE OF ORDINANCES, RELATING TO COMPENSATION OF THE MAYOR AND CITY COUNCIL MEMBERS; SETTING FORTH A REVISED SCHEDULE OF MONTHLY COMPENSATION FOR THE MAYOR AND CITY COUNCIL MEMBERS; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City is of the view that a business impact estimate is not required by state law¹ for the proposed ordinance.

- ☒ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
 - a. A development order or development permit, as defined in s. 163.3164, F.S.; a development agreement as authorized by ss. 163.3220-163.3243, F.S.; or a

¹ See Section 166.041(4), Florida Statutes.

comprehensive plan amendment or land development regulation amendment initiated by an application by a private party other than the municipality;

- b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
- c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
- d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.



CITY OF UMATILLA AGENDA ITEM STAFF REPORT

DATE: January 27, 2026

MEETING DATE: February 3, 2026

SUBJECT: Halff Engineering Proposal Design Contract for WTP#2 Expansion Plan

BACKGROUND SUMMARY:

Halff Engineering has submitted a proposal to the City of Umatilla for survey, final design, permitting, bidding and construction management for the City of Umatilla WTP #2 Expansion. The scope of the work generally includes the following: replacement of the existing well pump, construction of a new ground storage tank, construction of a new high service pump building with three vertical turbine can pumps, addition of a new chlorination system, electrical and controls improvements, new yard piping and new site work including drainage. The existing control valve between the two systems will also be removed and/or modified. The proposal also includes the necessary permitting, construction specifications and bid documents, project bidding and construction oversight.

RECOMMENDATIONS:

Approval of proposal from Halff Engineering for \$434,936.25

FISCAL IMPACTS:

\$434,936.25 from grant funds

ATTACHMENTS:

1. Umatilla WTP #2 Upgrades HALFF Proposal 1.27.26
 2. WTP #2 Location Mapv2
 3. Water Treatment Plant 2 Proposed Site Plan
-



Via Email @ vnilson@umatillafl.org

January 27, 2026

Vaughan Nilson
Director of Public Works
City of Umatilla
1 South Central
Umatilla, Florida 32784

RE: City of Umatilla – Water Treatment Plant No. 2 Upgrades

SCOPE OF SERVICES:

Halff is pleased to submit for your approval the following proposal to the City of Umatilla for survey, final design, permitting, bidding and construction management for the City of Umatilla WTP #2 Expansion. Based upon our conversations with the City, the scope of the work generally includes the following: replacement of the existing well pump, construction of a new ground storage tank, construction of a new high service pump building with three vertical turbine can pumps, addition of a new chlorination system, electrical and controls improvements, new yard piping and new site work including drainage. The existing control valve between the two systems will also be removed and/or modified. The proposal also includes the necessary permitting, construction specifications and bid documents, project bidding and construction oversight.

PHASE 100 BOUNDARY AND TOPOGRAPHIC SURVEY

Prepare a Boundary Survey in accordance with 5J-17, Florida Administrative Code, the Standards of Practice for land surveying in the State of Florida for CITY OF UMATILLA Alternate Key number 3784441, comprising approximately 5 acres (See Survey Exhibit "A" in red). The survey will include establishing and marking the exterior boundary lines and locating any improvements along the boundary perimeter. Above ground improvements, adjacent rights of way, surface evidence of existing utilities and road paving improvements will also be field located and shown on survey and will be on state plane coordinates North American Datum 1983/2011 adjustment (Datum), FL EAST ZONE (901). The review of a title commitment is not included with this proposal.

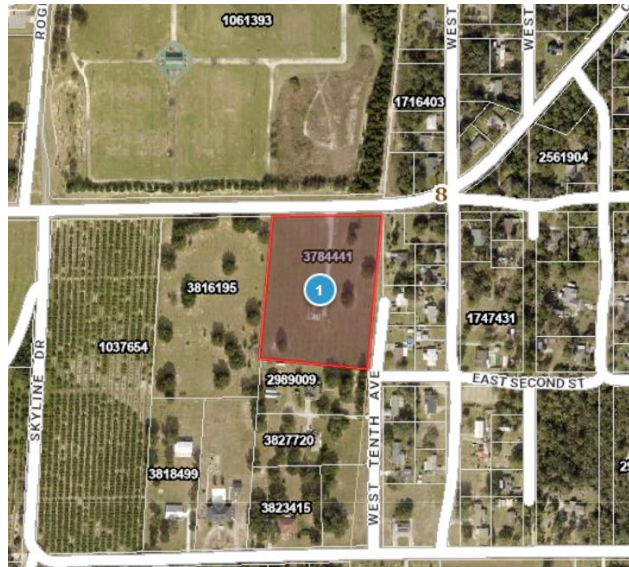
Halff will perform a Topographic Survey of the area outlined in red below (see Survey Exhibit "A") and will include above ground evidence of utilities, delineated/flagged underground utilities marked by others, storm drainage structures, wells, tanks, buildings, and visible equipment will be located and depicted on final drawing. The survey will include spot elevations to determine 1-foot contour intervals and coverage will extend 25' on adjacent parcels. The Topographic Survey will also include a minimum of three (3) SITE CONTROL POINTS/BENCHMARKS and will be depicted on the final drawing. Vertical datum



will be North American Vertical Datum 1988. Included in this proposal is staking approximately 8 soil boring locations. Any additional requests or revisions will be subject to a change order.

FEE: \$26,000.00

Survey Exhibit “A”



Survey Deliverables

1. Certified Survey Map
2. Electronic Files (PDF & AutoCAD) will be released to the client/engineer within 12 months of the date of the survey or until the contract is closed.

ESTIMATED COMPLETION TIME FOR PHASE 100 IS 75-100 BUSINESS DAYS UPON RECEIPT OF SIGNED CONTRACT.

PHASE 200 GEOTECHNICAL INVESTIGATION

Halff will subcontract with Andreyev Engineering Inc. to perform the following services.

We understand that you are planning to expand the existing WTP #2 and construct one (1) 500,000-gallon capacity ground storage tank, a new electrical/pump building and a new stormwater retention pond. In order to assist in the evaluation of subsoil and groundwater conditions and in consideration of the anticipated site conditions, we propose to conduct the following scope of investigation:

- Drill three (3) Standard Penetration Test (SPT) borings at the proposed location of the 500,000-gallon GST, with one boring near the center drilled to a depth of 100 feet or 10' into limestone and two (2) borings along the perimeter to a depth of 50 feet.

- Drill two (2) Standard Penetration Test (SPT) borings at the proposed location of the new electrical/pump building to a depth of 30 feet.
- Drill two (2) Standard Penetration Test (SPT) borings at the proposed location of the new stormwater pond to a depth of 20 feet.
- Observe depth of stabilized ground water table at boring locations.
- Collect two (2) permeability tube samples from the pond boring locations for laboratory falling head permeability tests.

The proposed scope of services will be supervised by a geotechnical engineer licensed in the state of Florida. The results of the exploration will be presented in a geotechnical report with geotechnical recommendations for site preparation, and allowable bearing capacity and anticipated settlement of foundations of the proposed structures and aquifer parameters for the stormwater pond design.

FEE: \$12,801.25

PHASE 300 ENVIRONMENTAL SITE EVALUATION

Halff will subcontract with Modica and Associates to perform the following services.

The following Scope of Services is provided for the 4.8± acre property ("Property") generally located south of CR 450 and west of West 9th Ave in the City of Umatilla, Lake County, Florida. The project site consists of one parcel, identified by the Lake County Property Appraiser with ID No. 07-18-27-0004-000-06500 (**Exhibit A**).

ECOLOGICAL DUE DILIGENCE

Task 1: Technical Information Review

Review all existing publicly available databases and technical information, to include aerial photographs, soils maps, quad maps and existing literature on listed species that could occur within the project corridor, and other ecological constraints that could affect development and/or cost of acquisition of the Property.

Florida's Water Permitting Portal will be reviewed to determine if any permits have been issued for the Property. This task also includes review of the City of Umatilla's Land Development Code for any regulations applicable to natural resources. This desktop research will be conducted to prepare for the site inspection.

Task 1 Fee: \$ 550.00 Lump Sum

Task 2: Site Inspection

Modica & Associates (M&A) will conduct an on-site inspection to determine the different land use and vegetative community types and wildlife use of the project site. This evaluation will document the vegetative species and a list of wildlife observed, with specific attention given to the presence of wildlife species "listed"



by the Florida Fish & Wildlife Conservation Commission (FWC) and the U.S. Fish & Wildlife Service (USFWS). The location of any wildlife observations of significance (i.e. gopher tortoise burrows) will be recorded using a hand-held GPS.

The survey will cover a minimum of 25% of each vegetative community type. This will be sufficient to estimate the potential gopher tortoise population on the Property, if applicable. This site inspection does not constitute a comprehensive 100% gopher tortoise survey, nor does it include formal surveys for any other listed wildlife. Formal wildlife surveys can be conducted as Additional Services if the initial site inspection documents the need for such surveys.

It appears that the Property consists solely of uplands. If wetlands and/or surface waters are identified on the Property, these features will be delineated in the field using methodologies outlined in Chapter 62-340 F.A.C. The location of each wetland flag point will be recorded using a hand-held GPS unit. After completion, if any wetlands are identified, M&A will produce a map depicting the approximate location of the wetland; this map can be used by the Project Surveyor to locate the wetland line in the field.

Task 2 Fee: \$ 1,320.00 Lump Sum

Task 3: Ecological Due Diligence Report

Upon completion of the field work, M&A will prepare an Ecological Due Diligence Report to outline the results of the research and on-site inspection. This report will discuss the on-site land uses and wildlife observed, and will outline any permits that may be required to facilitate project development, with associated timeframes and costs as appropriate. This report will detail any wildlife species that should be considered, and will recommend formal wildlife surveys with timeframes and costs, if applicable.

A map series of the Property will be prepared using ArcGIS software to accompany the report and will include an aerial, soils map, land use map, and a wildlife use map as applicable. This report will outline the ecological requirements of Umatilla's Land Development Codes applicable to wetlands, surface waters and/or protected species of wildlife.

Task 3 Fee: \$ 2,455.00 Lump Sum

Task 4: Meetings & Client Coordination

If requested by Client, M&A will participate in meetings or conference calls. This task will be billed hourly as approved by Client. This may include pre-application meetings with the SWFWMD, and/or meetings with the Client, Project Engineer, etc.

Task 4 Fee: \$ Billed Hourly at \$125.00 not to exceed \$250.00

Task 5: Reimbursable Expenses

Mileage will be billed at \$0.70 per mile, or the current rate published by the IRS at the time of work. Direct expenses including tolls, field supplies and overnight accommodations will be billed at cost.

Task 5 Fee: \$100.00 Budget

PHASE 300 TOTAL FEE: \$4,675.00

PHASE 400 WATER TREATMENT PLANT DESIGN

Halff will prepare detailed design drawings for the construction of the proposed water supply and treatment facility to meet the requirements of FDEP Chapter 62-555 Florida Administrative Code requirements. Halff will also coordinate with the City of Umatilla utility staff on WTP design issues. Halff shall also submit an application for a construction permit to the FDEP for construction of the proposed WTP improvements. The scope of these services shall generally include the following:

1. High service pump design and specifications.
2. Gas post-chlorination system design and specifications.
3. Ground storage tank design and specifications.
4. Prepare site plan including all yard piping.
5. Submit application for permit modification to FDEP for approval

FEE: \$ 82,400.00

PHASE 500 WATER PLANT ELECTRICAL DESIGN

Halff will subcontract with Bailey Engineering Consultants Inc. to perform the following services.

Provide design of electrical and control system improvements for the following facility improvements:

- Replace well pump
- Add 2 HSP
- Add 1 Jockey pump
- 0.5mg GST
- Gas chlorine

Task 1 – Project Management

Project Kick-Off and Progress Meetings

- BEC shall attend a kick-off meeting for the project to discuss the detailed project approach, the project schedule, invoices, project summary and the budget.

Project Quality Control Technical Review

- BEC will attend Technical Review Committee (TRC) meetings as required.

Task 2 – Preparation of Contract Documents

Design work includes base bid design as defined in the scope of work.

- Preparation of 30% Design Documents – BEC will prepare design development phase 30% design) documents and perform the following:
 - Provide an internal technical review prior to submittal.
 - Submit a 30% opinion of probable construction cost for the project.
 - Attend a 30% design review meeting with the Owner.
- Preparation of 60% Design Documents – BEC will prepare design development phase 60% design) documents and perform the following:
 - Submit a 60% opinion of probable construction cost for the project.
 - Attend a 60% design review meeting with the Owner.
- Preparation of 90% Design Documents – BEC will prepare design development phase 90% design) documents and perform the following:
 - Submit a 90% opinion of probable construction cost for the project.
 - Attend a 90% design review meeting with the Owner.
- Preparation of 100% Design Documents – BEC will prepare the final design documents and perform the following:
 - Respond to City comments and revise design documents.
 - Perform 100% design phase coordination, and design completion activities and prepare final design documents (100%) including drawings, specifications, and opinion of probable construction cost.

Task 3 – Contractor Questions/Response

Documents

BEC shall attend meeting with the Contractor to review the 100% design. BEC will modify plans as appropriate based on VE and strategy meetings with the Contractor. BEC will provide the following documents.

- Two (2) full size sets and one (1) half-size set of construction plans, including one (1) signed and sealed full size set.
- Two (2) copies of technical specifications, including one (1) signed and sealed.

- Engineer's Opinion of Probable Construction Cost.
- An electronic copy of the bid documents in PDF format.

Addenda

BEC shall assist in preparing up to two (2) design addenda to address/respond to questions and comments submitted to the Owner by the Contractor.

FEE: \$99,000.00

PHASE 600 WATER PLANT ARCHITECTURAL DESIGN

Halff will subcontract with Powell Studio Architecture to perform the following services.

SCHEMATIC DESIGN DOCUMENTATION

- Once the project program has been confirmed by the Client, the Architect starts with rough diagram of the interrelationships of the various spaces in the building. Project design at this level is for the establishment of a design concept only.
- Sketch plans are then prepared, showing the general arrangement of areas and spatial relationships to the site and structure. During this phase, the Architect may be using rolls of sketch paper and is revising and refining sketches until one or more solutions are developed which meet the needs of the project. The Architect will prepare up to three (3) schematic submittals for your review and approval.
- The schematic drawings usually include small scale drawings of the principal floor plan, exterior elevations, preliminary building sections and explanatory sketches.

DESIGN DEVELOPMENT DOCUMENTATION

- In the Design Development Phase, the purpose is to "fix and describe the size and character of the entire project" once the schematic design documents have been approved by the Owner. The drawings are prepared by the Architect in more detail to illustrate all aspects of the proposed design of the project that are included in this Proposal.
- Sections and plans of the building are drawn to show typical fire ratings, egress, and construction.

CONSTRUCTION DOCUMENTS

Based on written approval of the Design Documents, the Architect shall proceed with the preparation of the Construction Documents.

- The Architect shall prepare detailed drawings and specifications for the construction of the project, upon which the Contractor will establish the construction cost. These documents will be used for actual construction. This period in the project's development is usually a time of less client involvement, since it is the technical elaboration of ideas developed during earlier phases. However, periodic communication and contact to review the progress and answer any questions are in order.
- At the completion of this phase, you will have complete working drawings and specifications ready to be submitted to the authority having jurisdiction over the project, and ultimately, upon their approval, ready for the construction of your project.

FEE: \$32,230.00

PHASE 700 PERMITTING

Halff will prepare and submit permit applications and supporting documents to the following local agencies and respond to requests for additional information received:

1. Florida Department of Environmental Protection (FDEP)
2. St. Johns River Water Management District (Stormwater Permitting)
3. City of Umatilla (Site Plan)

The City of Umatilla will pay the applicable permit application fees.

FEE: \$ 13,200.00

PHASE 800 BIDDING SERVICES

Halff will provide services to include preparation of construction contract bid documents and specifications. In addition, Halff shall coordinate with the City purchasing department, as well as all qualified bidders during the bid process and shall prepare final bid evaluations with recommendations to the City. Halff shall also prepare final contract documents between Owner and Contractor, if requested.

FEE: \$ 9,840.00

PHASE 900 PROJECT ADMINISTRATION

The scope of services shall include administrative services necessary to coordinate all aspects of the project through the planning, design and permitting phase. These services shall include project scheduling with all regulatory agencies and public utility companies during the design and permitting phase of the project.

FEE: \$ 20,940.00



PHASE 1000 CIVIL CONSTRUCTION ADMINISTRATION

Halff will advise and consult with Owner and act as its representative during construction. Halff will make regular visits to the site to observe the progress and quality of the executed work and to determine in general if the work is proceeding in accordance with the construction drawings. Halff will review and approve shop drawings, results of tests and inspections and other data that the contractor is required to submit. Halff shall also review all Contractor applications for payment on behalf of the City of Umatilla. Task also includes attendance at one monthly meeting by one Halff employee during construction, based upon a 12 month construction period.

Based upon the on-site observations and field survey as-builts to be provided by the Contractor, Halff shall prepare and submit certifications of completion to the following State and local agencies as required:

1. Florida Department of Environmental Protection (FDEP)
2. St. Johns River Water Management District
3. City of Umatilla

FEE: \$ 42,300.00

PHASE 1100 ELECTRICAL CONSTRUCTION ADMINISTRATION

Halff will subcontract with Bailey Engineering Consultants Inc. to perform the following services.

Task 1 – Shop Drawing Review

Review and approve (or take other appropriate action in respect of) Shop Drawings and samples, the results of tests and inspections and other data which each Contractor is required to submit, but only for conformance with the design concept of the Project and compliance with the information given in the Contract Documents (but such review and approval or other action shall not exceed to means, methods, sequences, techniques or procedures of construction or to safety precautions and programs incident thereto); and receive and review (for general content as required by the Specifications) maintenance and operating schedules and instruction, guarantees, bonds and certificates of inspection which are to be assembled by Contractor(s) in accordance with the Contract Documents.

Task 2 - Issue Clarifications

Issue necessary interpretations and clarifications of the Contract Documents; have authority, to require special inspection or testing of the work; act as initial interpreter of the requirements of the Contract Documents and judge of the acceptability of the work thereunder, and make decisions on claims from Contractor(s) relating to the acceptability of the work or the interpretation of the requirements of the Contract Documents pertaining to the execution and progress

of the work. The ENGINEER shall render all interpretations or decisions in good faith and in accordance with the requirements of the Contract Documents.

Task 3 – Site Visits, and Close Out Services

Make visits to the site at periods appropriate to the various stages of construction to observe, as an experienced and qualified professional, the progress and quality of the executed work of Contractor(s) and to determine in general if such work is proceeding in accordance with the Contract Documents. Prepare trip reports to document observations made during these inspections. ENGINEER shall not be responsible for the means, methods, techniques, sequences or procedures of construction selected by Contractor(s) or the safety precautions and programs incident to the work of Contractor(s). ENGINEER's efforts will be directed toward providing a greater degree of confidence for OWNER that the completed work of Contractor(s) will conform to the Contract Drawings, but ENGINEER shall not be responsible for the failure of Contractor(s) to perform the work in accordance with the Contract Drawings. During such visits and on the basis of on-site observations, ENGINEER shall keep OWNER informed of the progress of the work, shall endeavor to guard OWNER against defects and deficiencies in such work and may disapprove or reject work failing to conform to the Contract Documents.

In addition to progress site visits, provide the following specific site visits:

- Substantial Completion
- Final Completion
- Control System startup
- Record Drawings – Based on Contractor provided red lines.

FEE: \$77,000.00

PHASE 1200 ARCHITECTURAL CONSTRUCTION ADMINISTRATION

Halff will subcontract with Powell Studio Architecture to perform the following services.

CONSTRUCTION PROCUREMENT SERVICES

- The Architect will assist the public bidding process in terms of answering requests for information (RFI's) and for submission to the authority having jurisdiction or building department as required.

PERMITTING PHASE SERVICES

- The Architect and the Architect's consultants will respond to any comments issued during the plans review process by the building department and respond / resubmit any required documentation to the authority having jurisdiction as required.

- Upon completion of this phase, the plans review process will be completed, and, as long as all other regulatory requirements have been met, the project should be ready for the general contractor to sign for and take over the building permit.

CONSTRUCTION PHASE SERVICES

- General Administration / RFIs: Subject to the terms and conditions of this Agreement, the Architect will respond to Requests for Information (RFIs) and provide clarifications as reasonably necessary, limited to matters related to the Architect's and the Architect's consultants' scope of work.
- Submittals: Subject to the terms and conditions of this Agreement, the Architect and the Architect's consultants shall review and take appropriate action on Contractor submittals, including shop drawings, product data, and samples, limited to major architectural and MEP components only, and solely for the purpose of determining general conformance with the design intent expressed in the Construction Documents. Detailed means, methods, sequencing, and construction safety remain the responsibility of the Contractor.
- Observations of the Work: Construction site observations by the Architect and/or the Architect's consultants are not included in the base scope of services. Site visits may be provided only if requested by the Client, and shall be performed on an as-needed basis at a per-visit fee, as identified in the basis of compensation section below.
- Certification of Payments to Contractor: If required by the Client, the Architect will review the Contractor's Applications for Payment only as they relate to the Architect's and the Architect's consultants' scope of work and may issue Certificates for Payment in good faith. Any such review shall require a construction site visit to verify progress and shall be subject to the applicable per-visit site observation fee.
- Changes in the Work: Subject to the terms and conditions of this Agreement, the Architect shall assist in the preparation of Change Orders and issue clarifications to the Construction Documents, limited to changes affecting the Architect's and the Architect's consultants' scope of work, for the Client's review and approval.
- Project Completion: Visits to the project site to determine Substantial Completion and/or Final Completion are not included in the base scope of services. Such visits will be performed only if requested by the Client and shall be billed at the applicable per-visit site observation fee.
- Construction Meetings: The Architect anticipates participating in bi-weekly virtual construction meetings (via Zoom, Microsoft Teams, or similar platform) during the construction phase. Based on an anticipated construction duration of approximately six (6) months, this includes up to thirteen (13) virtual meetings. Participation in additional meetings beyond this quantity, or in-person meetings, shall be considered an additional service and billed in accordance with the Architect's hourly rates.

FEE: \$11,550.00



PHASE 9999 REIMBURSABLES

Costs for reimbursables, including printing, copying, blueprints, binding, mileage, etc., shall be billed per Agreement.

FEE: \$3,000.00 (BUDGET)



Our fees for the services described are outlined in the following table. We have provided “Lump Sum Fees” for the services identified in the Scope of Work. Lump Sum Fees do not include Reimbursable Expenses directly associated with the project (travel, mileage, reproduction, supplies, and other non-labor reimbursable costs.) Our fee schedule is as follows:

SUMMARY FEE SCHEDULE

PHASE 100	\$26,000.00
PHASE 200	\$12,801.25
PHASE 300	\$ 4,675.00
PHASE 400	\$82,400.00
PHASE 500	\$99,000.00
PHASE 600	\$32,230.00
PHASE 700	\$13,200.00
PHASE 800	\$ 9,840.00
PHASE 900	\$20,940.00
PHASE 1000	\$42,300.00
PHASE 1100	\$77,000.00
PHASE 1200	\$11,550.00
PHASE 9999	\$ 3,000.00 (BUDGET)
TOTAL	\$434,936.25

THIS PROPOSAL DOES NOT INCLUDE THE FOLLOWING ITEMS:

- Monumentation of Wetlands for Conservation Easement
- Platting
- Sketch and Descriptions for Conservation Easements
- Recording of Easements
- Offsite Right-of-Way survey for utilities.
- Tree Survey
- As-built Survey
- Post-construction Improvement Survey
- Construction Staking
- Off-site Utilities Design

- Off-site Roadway or Transportation Improvements
- Pre/Post-development stormwater modeling
- Offsite Roadway Design, Access, and Right-of-Way Permitting Services
- Offsite Water and Sewer Extensions
- Offsite Infrastructure Capacity Studies/Assessments/Analysis/Designs
- Offsite Stormwater Design
- Revisions to the plans requested by the Client/Contractor/Landowner after the plans are approved unless necessitated by discrepancy in the plans
- Revisions to the plans due to scope changes, value engineering, budget overruns, or other reasons
- LEED Services
- Sign Design and Permitting
- Gas, Electric, Telephone, and/or Cable Design
- Boat Dock and Ramp Design/Permitting
- CADD Support for Environmentalist
- FEMA CLOMR
- FEMA Letter of Map Revision (LOMR)
- Flood Studies
- NPDES Permitting
- Conditional Use Permit
- Earthwork Calculations
- Quality Control and Construction Material Testing Services
- Rezoning
- Land Use Changes
- Franchise Utility Coordination
- Conversion of AutoCad Files to any other format
- Subsurface Utility Engineering
- Army Corp. of Engineers Dredge and Fill
- Florida Fish and Wildlife Conservation Commission Permit
- Wetland Flagging/Delineation
- Landscape/Irrigation Plans
- Hardscape, Walls, Entry Features
- Lighting/Photometric Design/Site Electrical Design
- Electrical Controls for Lift Stations
- Traffic Study/Impact Analysis
- Structural Design of Retaining Walls and Pond Walls
- Noise Study
- RGB Submittals
- Advance of permit fees, impact fees, title search fees, recording or advertising fees (all fees by CLIENT)
- The above prices allow for up to two (2) response submittals for any request for additional information letters from referenced agencies. Any additional request's will be billed on an hourly basis based on the attached hourly rate schedule.



Standard Hourly Rate Schedule 2022-2023

Engineers

Principal/Officer – Professional Engineer	\$300.00
Senior Professional Engineer	\$260.00
Professional Engineer	\$185.00
Project Manager	\$155.00
Engineer Intern	\$110.00
Senior Technician	\$125.00
Design Technician	\$90.00
Project Technician	\$90.00

Survey

Survey Department Manager – P.S.M.	\$210.00
Professional Surveyor – P.S.M.	\$175.00
2 Man Field Crew	\$180.00
3 Man Field Crew	\$235.00
4 Man Field Crew	\$290.00
Senior Survey Technician	\$125.00
Survey Technician	\$100.00

GIS

Principal Officer – Senior Spatial Analyst	\$165.00
Senior Spatial Analyst	\$135.00
Spatial Analyst	\$100.00
GIS Specialist	\$60.00

Landscape Architects

Principal/Officer – Professional Landscape Architect	\$230.00
Senior Professional Landscape Architect	\$160.00
Project Manager Landscape Architect	\$150.00
Professional Landscape Architect	\$140.00
Senior Landscape Designer	\$115.00
Landscape Designer	\$85.00

Planners

Principal/Officer – Land Planner	\$265.00
Senior Planner	\$185.00
Professional Planner	\$125.00
Project Planner	\$105.00

Environmental Scientists

Senior Environmental Scientist	\$210.00
Environmental Scientist II	\$150.00
Environmental Scientist I	\$90.00

Reimbursable Expenses

Reimbursable expenses include, but are not limited to:

Courier Service	Government Permitting Fees
Maps/GIS Data	Prints, Copies, Plots, Plans
Mileage, Parking, Tolls	Subconsultant Fees
Postage and Overnight Mail	Travel (lodging, rental car, per diem)
Miscellaneous Services	

CLIENT INFORMATION FORM

To assist Halff Associates, Inc., to prepare the requested proposal, please complete the information below:

PRINT NAME & TITLE: _____

COMPANY NAME: _____

BILLING ADDRESS: _____

PHONE: _____

FAX: _____

E-MAIL: _____

BILLING CONTACT NAME & TITLE: _____

BILLING CONTACT EMAIL: _____

BILLING CONTACT PHONE: _____

CLIENT REPRESENTATIVE: _____

IS CLIENT THE OWNER OF THE SUBJECT PROPERTY?

YES: _____ NO: _____

(If no, Halff Associates, Inc., reserves the right to require a retainer prior to commencing services.)

Is the property accessible? _____

If gated/locked, who shall Halff Associates, Inc. contact to gain access to the property?

NAME AND PHONE NUMBER: _____

I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE TO THE BEST OF MY KNOWLEDGE.

SIGNATURE: _____

DATE: _____

Representation on Authority of Parties/Signatories. Each person signing this Agreement represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Agreement. Each party represents and warrants to the other that the execution and delivery of the Agreement and the performance of such party's obligations hereunder have been duly authorized, and that the Agreement is a valid and legal agreement binding on such party and enforceable in accordance with its terms.

APPROVED

Engineer: Halff Associates, Inc.

Signature:  _____

Name: Robert Ern, P.E.

Title: W/WW Deputy Practice Leader, VP

Date: January 27, 2026

APPROVED

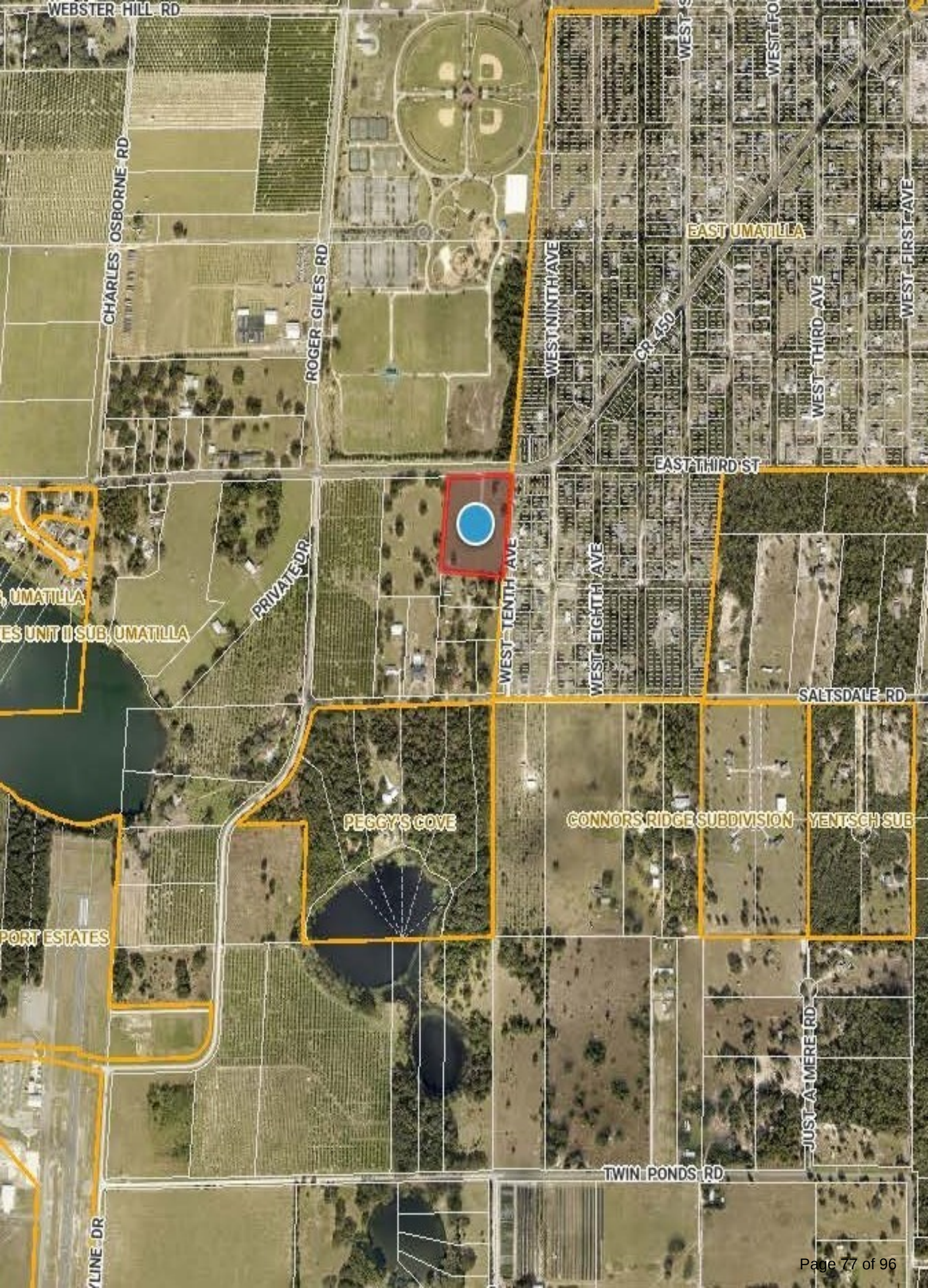
Client:

Signature: _____

Name: _____

Title: _____

Date: _____





CITY OF UMATILLA AGENDA ITEM STAFF REPORT

DATE: January 29, 2026

MEETING DATE: February 3, 2026

SUBJECT: Halff Engineering Proposal — Update Drinking Water Facility Plan

BACKGROUND SUMMARY:

The City's Engineering consultant, Halff has submitted a professional services proposal for developing a Drinking Water Facilities Plan, as required for the recently awarded Supplemental Appropriation for Hurricanes Helene and Milton (SAHM) funding being provided to the City of Umatilla. This Facilities Plan will be for the expansion and improvements proposed at the City's WTP #2.

This Facilities Plan is reimbursable under the SAHM funding awarded to the City. With a target deadline for submittal of March 12, 2026, it is imperative that authorization be provided for Halff to begin as soon as possible. The Facilities Plan will include all elements required for SRF funding of the project with the SAHM grant monies. The Facilities Plan will also need to include an Environmental Site Assessment. The Facilities Plan will also require a Business Plan, which will be completed by the City's Finance Department.

RECOMMENDATIONS:

Recommend Approval of Facilities Plan Proposal for \$33,025

FISCAL IMPACTS:

\$33,025 from grant funds

ATTACHMENTS:

1. Umatilla Facilities Plan Proposal 12-16-25
 2. Umatilla_RFI_Packet-FullDraft v2 10
 3. WTP #2 Location Mapv2
-



VIA EMAIL

December 16, 2025

Aaron Mercer
City Manager
City of Umatilla
1 South Central Avenue
Umatilla, FL 32784

Re: City of Umatilla Drinking Water Facilities Plan

SCOPE OF SERVICES:

Halff is pleased to submit for your approval the following professional services proposal for developing a Drinking Water Facilities Plan, as required for the recently awarded SAHM funding being provided to the City of Umatilla. This Facilities Plan will be for the expansion and improvements proposed at the City's WTP #2. As discussed, this Facilities Plan is reimbursable under the SAHM funding awarded to the City. With a target deadline for submittal of March 12, 2026, it is imperative that authorization be provided for Halff to begin this work by January 1, 2026.

The Facilities Plan will include all elements required for SRF Funding of the project with the SAHM grant monies. The Facilities Plan will also need to include an Environmental Site Assessment, and we understand that the City will contract with others to provide this. The Facilities Plan will also require a Business Plan, which would be completed by the City's Finance Department (required forms attached). The following tasks are proposed as part of the project:

SCOPE OF WORK:

PHASE 100 Drinking Water Facilities Plan

Halff will prepare a Drinking Water Facilities Plan to be submitted to the Florida Department of Environmental Protection (FDEP) as required for the recently awarded SAHM funding that the City has acquired. The Facilities Plan will include the following required sections:

- Introduction
- Existing Water Facilities Description
- Water Flow Projections
- Alternatives Evaluation



- Recommended Alternative
- Environmental Effects (Environmental study by others)
- Public Participation Process
- Financial Feasibility (Business Plan by City Finance Department)
- Implementation Schedule
- Adopting Resolution

Much of the content of the Facilities Plan will be drawn from the City's existing Water Master Plan, as well as from the previously submitted Request for Inclusion that was prepared by Halff to obtain the SAHM funding.

FEE: \$ 28,175.00

PHASE 200 Supplemental Appropriation for Hurricanes Helene and Milton and Hawai'i Wildfires State Revolving Fund (SA-HMW) – Loan Application, Drinking Water Program

Halff will conduct a project kick-off meeting with City staff to discuss loan application needs, attachments, and the project schedule for upgrades to the City's WTP #2 to increase reliability and redundancy of the City's water system. Halff will assist with the application form and attachments to complete the loan application. Halff will submit a draft application for the City to review and comment. Halff will assist with the submittal of the final loan application with supporting documents in a manner requested through the application guidelines, by the deadline, which may include digital and hard copies. QA/QC by the project manager will be completed throughout the process. Halff will conduct internal meetings as required by the project team as well as correspondence with the Client and FDEP to discuss project matters. Internal meetings will include coordination of project deliverables and accounting.

FEE: \$ 2,850.00

PHASE 300 Project Management

Halff will prepare monthly progress reports, including data needs, pending decisions, activities completed in the prior month, activities planned for the upcoming month, and an updated project schedule. Halff will meet with the City monthly to review the progress reports and overall status of the project. Internal quality assurance and quality control activities for the alternatives analysis, invoicing, and project management are also included in this Task.

FEE: \$ 1,500.00



PHASE 9999 Reimbursables

Costs for reimbursables, including printing, copying, blueprints, binding, FedEx, etc., shall be billed per Exhibit A Section II Compensation.

FEE: \$ 500.00

FEE SUMMARY

PHASE	AMOUNT
PHASE 100	\$ 28,175.00
PHASE 200	\$ 2,850.00
PHASE 300	\$ 1,500.00
PHASE 9999	\$ 500.00
TOTAL	\$ 33,025.00

THIS PROPOSAL DOES NOT INCLUDE THE FOLLOWING ITEMS:

1. Preliminary or Final Engineering Design
2. Environmental Site Survey (by others)
3. Land Surveying
4. Hydraulic Modeling
5. Capital Financing Plan (by City Finance Department)
6. Reimbursables to be billed based upon direct expense incurred by Halff, Inc., for blueprints, copies, mylars, reproductions, postage, etc.



Standard Hourly Rate Schedule 2022-2023

Engineers

Principal/Officer – Professional Engineer	\$300.00
Senior Professional Engineer	\$260.00
Professional Engineer	\$185.00
Project Manager	\$155.00
Engineer Intern	\$110.00
Senior Technician	\$125.00
Design Technician	\$90.00
Project Technician	\$90.00

Survey

Survey Department Manager – P.S.M.	\$210.00
Professional Surveyor – P.S.M.	\$175.00
2 Man Field Crew	\$180.00
3 Man Field Crew	\$235.00
4 Man Field Crew	\$290.00
Senior Survey Technician	\$125.00
Survey Technician	\$100.00

GIS

Principal Officer – Senior Spatial Analyst	\$165.00
Senior Spatial Analyst	\$135.00
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Principal/Officer – Professional Landscape Architect	\$230.00
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Professional Planner	\$125.00
Project Planner	\$105.00

Environmental Scientists

Senior Environmental Scientist	\$210.00
Environmental Scientist II	\$150.00
Environmental Scientist I	\$90.00

Reimbursable Expenses

Reimbursable expenses include, but are not limited to:

Courier Service	Government Permitting Fees
Maps/GIS Data	Prints, Copies, Plots, Plans
Mileage, Parking, Tolls	Subconsultant Fees
Postage and Overnight Mail	Travel (lodging, rental car, per diem)
Miscellaneous Services	

CLIENT INFORMATION FORM

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FAX: _____

E-MAIL: _____

BILLING CONTACT NAME & TITLE: _____

BILLING CONTACT EMAIL: _____

BILLING CONTACT PHONE: _____

CLIENT REPRESENTATIVE: _____

IS CLIENT THE OWNER OF THE SUBJECT PROPERTY?

YES: _____ NO: _____

(If no, Halff Associates, Inc., reserves the right to require a retainer prior to commencing services.)

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SIGNATURE: _____

DATE: _____

Representation on Authority of Parties/Signatories. Each person signing this Agreement represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Agreement. Each party represents and warrants to the other that the execution and delivery of the Agreement and the performance of such party's obligations hereunder have been duly authorized, and that the Agreement is a valid and legal agreement binding on such party and enforceable in accordance with its terms.

APPROVED

Engineer: Halff Associates, Inc.

Signature:  _____

Name: Robert Ern, P.E.

Title: W/WW Deputy Practice Leader, VP

Date: December 16, 2025

APPROVED

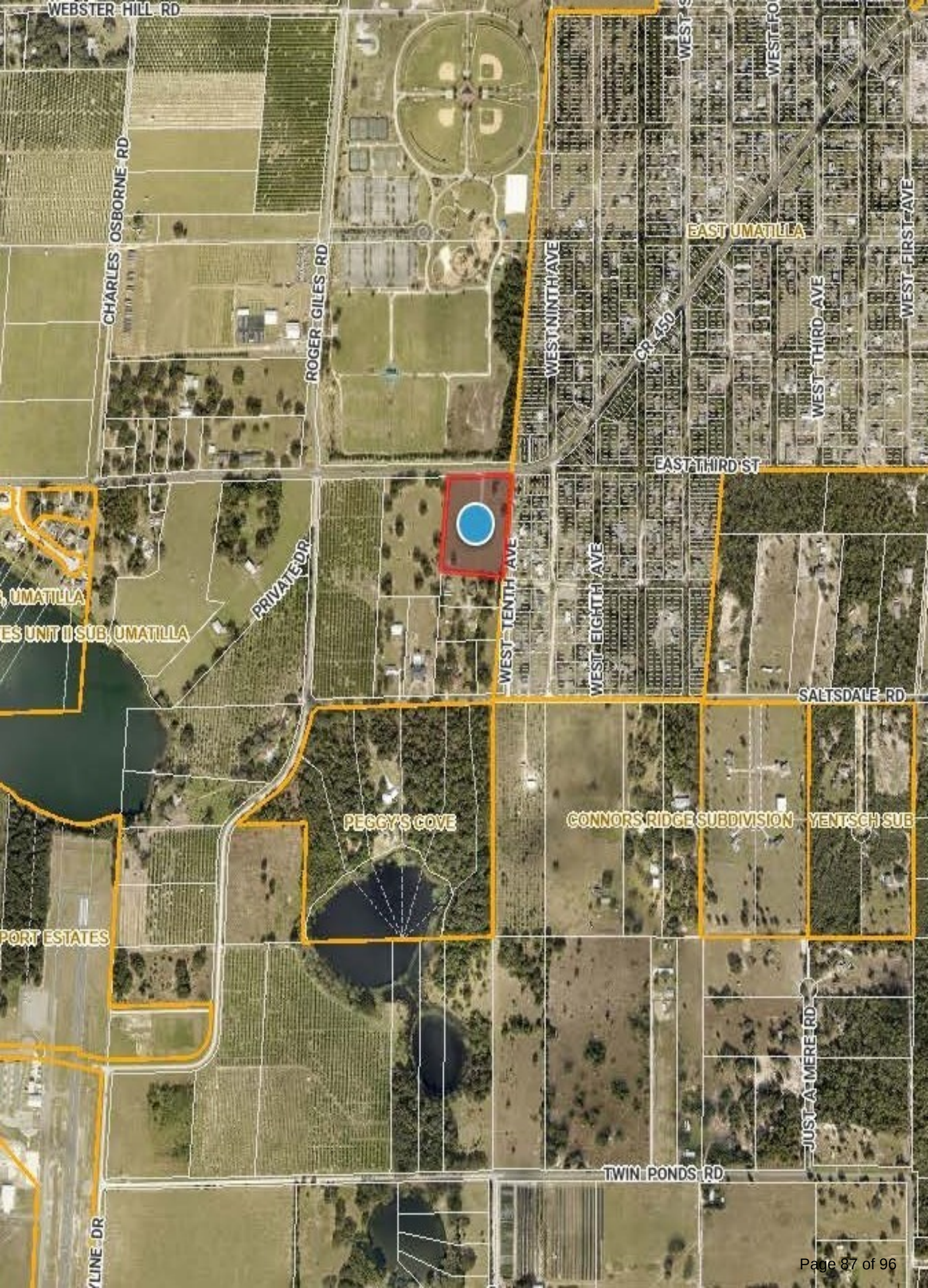
Client:

Signature: _____

Name: _____

Title: _____

Date: _____





CITY OF UMATILLA AGENDA ITEM STAFF REPORT

DATE: January 20, 2026

MEETING DATE: February 3, 2026

SUBJECT: Library Advisory Board Appointments

BACKGROUND SUMMARY:

The Lake County Library Advisory Board makes recommendations to the Board of County Commissioners (BoCC) regarding the Library System. Umatilla Public Library is a member of the Lake County Library System. As such, the City of Umatilla has one seat on the board.

Currently, available positions include the main voting member and an alternate member. If approved by the City Council, the BoCC will approve the appointment in time for the next regularly scheduled Library Advisory Board meeting on March 19, 2026.

Board members serve four-year terms. If approved, the term will be from March 2026 – February 28, 2030.

We request approval to move Robert Harvey Miller from alternate member to the primary member. We request approval to appoint Robyn Lambert as the alternate member.

RECOMMENDATIONS:

Appointment of Robert Harvey Miller to be the Umatilla representative on the County Library Advisory Board.
Appointment of Robyn Lambert to be the alternate Umatilla representative on the County Library Advisory Board.

FISCAL IMPACTS:

N/A

ATTACHMENTS:

1. Robert Miller LAB app. Umatilla 11.11.25
 2. Robyn Lambert LAB app. Umatilla 11.14.25
-

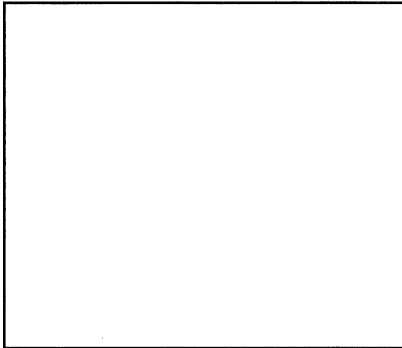
Subject: FW: Application for Advisory Board/Committee

From: noreply <noreply@lakecountyfl.gov>

Sent: Tuesday, November 11, 2025 12:36 PM

To: Spahn, Misty <misty.spahn@lakecountyfl.gov>; Saldana, Marisol <marisol.saldana@lakecountyfl.gov>

Subject: Application for Advisory Board/Committee



You've received a message from LakeCountyFL.gov.

Application for Advisory Board/Committee

Contact Info

Robert H Miller jr (smilerh@embarqmail.com)

Home phone: 3523087316

Address

County of residence: Lake

Mailing

270 E :Lakeview St, Umatilla, 32784

Physical

270 E Lakeview St, Umatilla, 32784

Education

Master's degree(M. Ed.)

Business Info

Position:

Address:

Qualifications

Training, experience, or qualifications related to board / committee:

Teacher 30 years, reading specialist, great writer, reader and thinker

Reason interested in appointment:

I find much pleasure in my hometown library and am willing to help in any way. I was the back up for this year.

Currently serving a Lake County Board / Committee:

Yes

Past service to Lake County Board(s) / Committee(s):

Yes

Do you currently work for an entity or agency that either receives funding from, or has a contract with the County to perform services?

No

Are you, your spouse, or children, currently an officer, director, or partner in any entity or agency that receives funding from, or has a contract with the county?:

No

Board(s) / Committee(s) of interest:

- Affordable Housing Advisory Committee: True
- Arts and Cultural Alliance:
- Board of Adjustment:
- Board of Building Examiners:
- Children's Services Council:
- Elder Affairs Coordinating Council:
- Keep Lake Beautiful Advisory Committee: True
- Lake County Water District:
- Lake-Sumter MPO - Community Advisory Committee (CAC):
- Library Advisory Board: True
- Mt. Plymouth-Sorrento Community Redevelopment Advisory Committee:

- Property owner within Planning Area (OR):
- Resident or property owner within a three mile radius of the Planning Area Regarding the Mt. Plymouth-Sorrento CRA, which of the following do you have experience in? Please check all that apply:
 - Land Planning:
 - Engineering:
 - Architecture:
 - Ownership or operation of a business:
 - Community leadership/volunteerism:
- Parks, Recreation & Trails Advisory Board:
- Planning & Zoning Board:
- Public Lands Committee:
- Public Safety Coordinating Council:
- Sales Surtax Oversight Advisory Committee:
- Tourist Development Council:
- Value Adjustment Board:
- WellFlorida Council
- Other

References:

Amy Stultz
3526693284
Central Ave. Umatilla Fl

Janet Pauley
3522172773
16040 Lonely Lane Umatilla, fl

Alan Lane
3154910611
Mid Florida Lakes

How did you learn of this vacancy?:

Other

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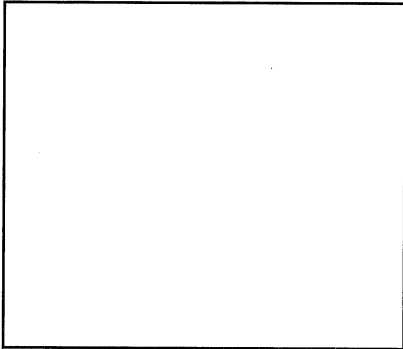
Subject: FW: Application for Advisory Board/Committee

From: noreply <noreply@lakecountyfl.gov>

Sent: Friday, November 14, 2025 1:36 PM

To: Spahn, Misty <misty.spahn@lakecountyfl.gov>; Saldana, Marisol <marisol.saldana@lakecountyfl.gov>

Subject: Application for Advisory Board/Committee



You've received a message from LakeCountyFL.gov.

Application for Advisory Board/Committee

Contact Info

Robyn Lambert (robbyrob33@gmail.com)

Home phone: 352-702-6100

Address

County of residence: Lake

Mailing

P.O. Box 1042, Umatilla, 32784

Physical

480 Cassady St, Umatilla, 32784

Education

I am finishing my B.S. in Elementary Education. I will graduate in May 2026.

Business Info

Eustis Heights Elementary School

352-357-2447

Position: 4th Grade ELA/SS Teacher (Intern)

Address:

240 W. Atwater Ave.

Eustis 32726

Qualifications

Training, experience, or qualifications related to board / committee:

BS in Elementary Education K-6 intern teacher at EHES in 4th grade ELA/SS.

Department Manager at Lowe's for 5 years Store manager for Things Remembered

Reason interested in appointment:

I want to give back to my community and ensure that our library remains properly stocked with literature that is applicable for all ages.

Currently serving a Lake County Board / Committee:

No

Past service to Lake County Board(s) / Committee(s):

No

Do you currently work for an entity or agency that either receives funding from, or has a contract with the County to perform services?

No

Are you, your spouse, or children, currently an officer, director, or partner in any entity or agency that receives funding from, or has a contract with the county?:

No

Board(s) / Committee(s) of interest:

- Affordable Housing Advisory Committee:
- Arts and Cultural Alliance:
- Board of Adjustment:
- Board of Building Examiners:
- Children's Services Council:
- Elder Affairs Coordinating Council:
- Keep Lake Beautiful Advisory Committee:
- Lake County Water District:
- Lake-Sumter MPO - Community Advisory Committee (CAC):
- Library Advisory Board: True

- Mt. Plymouth-Sorrento Community Redevelopment Advisory Committee:
 - Property owner within Planning Area (OR):
 - Resident or property owner within a three mile radius of the Planning Area Regarding the Mt. Plymouth-Sorrento CRA, which of the following do you have experience in? Please check all that apply:
 - Land Planning:
 - Engineering:
 - Architecture:
 - Ownership or operation of a business:
 - Community leadership/volunteerism:
- Parks, Recreation & Trails Advisory Board:
- Planning & Zoning Board:
- Public Lands Committee:
- Public Safety Coordinating Council:
- Sales Surtax Oversight Advisory Committee:
- Tourist Development Council:
- Value Adjustment Board:
- WellFlorida Council
- Other

References:

Prisciila Shoaff
 407-687-4423
 3005 Tansy St Tavares, FL 32778

Stephanie Luke
 352-516-2578
 20940 County Road 44A Eustis, FL 32736

Felicia Lopez
 727-479-7100
 3663 Crimson Clover Dr Mt. Dora, FL 32757

How did you learn of this vacancy?:

Other

UMATILLA POLICE DEPARTMENT PRESS RELEASE

January 13, 2026 through January 19, 2026

ARREST

n/a

CRIMINAL CITATIONS REQUIRING COURT APPEARANCE

01/16/2026	6:45 a.m.	Geary, Martin Eustis	Driving while license suspended knowingly.
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01/19/2026	10:15 p.m.	Babcock, Julia Altoona	No drivers license never had one.
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REPORTS FILED

01/15/2026	5:50 p.m.	Officers responded to Jolly Rogers Pawn Shop located at 810 N. Central Avenue reference found property.
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01/17/2026	7:48 a.m.	Officers responded to the Circle K located at 391 N. Central Avenue reference a person in need of medical attention. Person was turned over to EMS.
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01/18/2026	3:02 p.m.	Officers were approached in the area of Fox Den reference a person having found property in the parking lot. Item was turned over to Umatilla Police Department. Calls were made in an effort to attempt to locate the individual with negative results. Item was placed into property and evidence.
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ARRESTS	2
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DISPATCHED CALLS	136
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TRAFFIC STOPS	55
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TRAFFIC CITATIONS ISSUED	9
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UMATILLA POLICE DEPARTMENT PRESS RELEASE

January 20, 2026 through January 27, 2026

ARREST

01/22/2026	9:09 p.m.	Hernandez-Morales, Alexi Umatilla	Aggravated battery on a pregnant female (Domestic Violence). False imprisonment.
01/23/2026	6:20 a.m.	Gonzalez, Beremundo Eustis	Operating motor vehicle without valid drivers license.

CRIMINAL CITATIONS REQUIRING COURT APPEARANCE

01/25/2026	9:24 p.m.	Wood, Chase Mount Dora	No motor vehicle registration.
01/26/2026	6:47 a.m.	Pearson, Megan Eustis	Dangerous excessive speed in excess of 50 mph or more.

REPORTS FILED

01/23/2026	11:41 a.m.	Officers assisted the Lake County Sheriffs Office with an abandoned vehicle in the area of West Second Avenue and East Fifth Street.
01/23/2026	7:08 p.m.	Officers responded to a call for service in the area of Umatilla Boulevard reference a disturbance. This incident was documented due to the lack of cooperation from all parties involved and inability to determine what transpired.

ARRESTS	4
DISPATCHED CALLS	134
TRAFFIC STOPS	43
TRAFFIC CITATIONS ISSUED	4