City Council
November 9, 2020
Council Chambers
6:30 PM

WELCOME to our City Council meeting. In the interest of time efficiency, the following will prevail for comments by the public. Each speaker will be permitted up to 3 minutes to state his/her case. Group presentations will be permitted 3 speakers including the spokesperson - each being limited to up to 3 minutes. No speakers will be interrupted. <u>Please silence all electronic devices during the meeting</u>. THANK YOU for participating in your City Government.

I. Call to Order

II. Invocation

III. Pledge of Allegiance

IV. Presentations

1. Special Recognition - Councilwoman Bev Reponen
2. Special Recognition - Vice Mayor John Lowndes
3. Designation of SolSmart Silver

V. Public Hearing - None

VI. Old Business

VII. Consent Agenda

1. Approve City Council Meeting Minutes of October 26, 2020
2. Orange County EMS Grant FY20
3. Approve Carryforward Funds from FY 2020
4. Negotiated Procurement - Camera, Fire and Security Systems

VIII. Public Period

IX. Decisions

1. Ordinance: Petition # 2020-01 (AZ-PD) Gem Lake Water District
2. Ordinance - Establishing Curbside Takeout as an Accessory Use

X. Discussion

XI. City Manager's Report/City Attorney/Council Reports

XII. Adjournment

Notice: Any person who desires to appeal any decision made at this meeting or hearing will need a record of the proceedings and, for this purpose, may need to ensure that a verbatim record of the proceedings is made which includes testimony and evidence upon which the appeal is to be based. Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's office (407-539-6219) 48 hours in advance of the meeting.

Disclaimer: Any opening invocation that is offered before the official start of the Council meeting shall be the voluntary offering of a private person, to and for the benefit of the Council. The views or beliefs

expressed by the invocation speaker have not been previously reviewed or approved by the City Council or the city staff, and the City is not allowed by law to endorse the religious or non-religious beliefs or views of such speaker. Persons in attendance at the City Council meeting are invited to stand during the opening invocation and to stand and recite the Pledge of Allegiance. However, such invitation shall not be construed as a demand, order, or any other type of command. No person in attendance at the meeting shall be required to participate in any opening invocation that is offered or to participate in the Pledge of Allegiance. You may remain seated within the City Council Chambers or exit the City Council Chambers and return upon completion of the opening invocation and/or Pledge of Allegiance if you do not wish to participate in or witness the opening invocation and/or the recitation of the Pledge of Allegiance.

MEETING DATE		AGENDA
November 9, 2020		Section: Presentations
Department/Office : Administration	AGENDA REPORT	Item #: 1.

Subject: Special Recognition - Councilwoman Bev Reponen
Requested Action or Motion:
Summary Explanation & Background:
Fiscal Impact:
Exhibits: None
Commission/Board: City Council
Contact Person: Maria Waldrop, City Clerk 407-539-6219
Reviewed by City Attorney

MEETING DATE		AGENDA
November 9, 2020		Section: Presentations
Department/Office : Administration	AGENDA REPORT	Item #: 2.

Subject: Special Recognition - Vice Mayor John Lowndes
Requested Action or Motion:
Summary Explanation & Background:
Fiscal Impact:
Exhibits: None
Commission/Board: City Council
Contact Person: Maria Waldrop, City Clerk 407-539-6219
Reviewed by City Attorney

MEETING DATE		AGENDA
November 9, 2020	CITY OF MAITLAND FLORIDA	Section: Presentations
Department/Office : Administration	AGENDA REPORT	Item #: 3.

Subject:
Designation of SolSmart Silver

Requested Action or Motion:

Summary Explanation & Background:

Fiscal Impact:

Exhibits:
None

Commission/Board: City Council

Contact Person: Maria Waldrop, City Clerk 407-539-6219

Reviewed by City Attorney

MEETING DATE		AGENDA
November 9, 2020		Section: Consent Agenda
Department/Office : City Clerk	AGENDA REPORT	Item #: 1.

Subject:
Approve City Council Meeting Minutes of October 26, 2020

Requested Action or Motion:
Approve meeting minutes of City Council meeting of October 26, 2020.

Summary Explanation & Background:

Fiscal Impact:
N/A

Exhibits:
1. Minutes of 10262020 CC Meeting

Commission/Board: City Council

Contact Person: Kathy Sotero, Deputy City Clerk 407-539-2307

Reviewed by City Attorney
N/A

MEETING DATE		AGENDA
November 9, 2020		Section: Consent Agenda
Department/Office : Fire/Rescue	AGENDA REPORT	Item #: 2.

Subject:
Orange County EMS Grant FY20

Requested Action or Motion:
Approve the submittal of a $19,969.74 Orange County EMS Awards Program Grant and authorize the City Manager to sign all related documents as necessary. This grant does not require any funding match from the City.

Summary Explanation & Background:
The Orange County EMS Council Awards Program has opened its annual application period for the submission of grant proposals. The Awards Program assists public and private organizations involved in emergency medical services (EMS) to improve and expand the countywide EMS system.
The Fire Rescue Department is seeking this grant funding for the purchase of a Stryker Powerload Stretcher for a reserve Rescue vehicle. The current configuration would require personnel to strip all equipment from one Rescue and transfer that equipment into the reserve Rescue if it was needed to be placed into service. The goal of the Department is to fully stock the reserve Rescue so that it may be pushed into service at a moments notice if needed.

This piece of equipment matches the current type of stretchers that are on the Department's "front run" apparatus, which are one of the highest standard stretchers on the market.

The total grant submittal will be $19,969.74 with no required City match.

Fiscal Impact:
None

Exhibits:
1. OC EMS Grant 20-21 Stryker Stretcher

Commission/Board: City Council

Contact Person: Chris Morton, Deputy Fire Chief 407-539-0774

Reviewed by City Attorney
N/A

MEETING DATE		AGENDA
November 9, 2020		Section: Consent Agenda
Department/Office : Finance Department	AGENDA REPORT	Item #: 3.

Subject:
Approve Carryforward Funds from FY 2020

Requested Action or Motion:
Move to approve the recommended Carry Forward listing and to amend the FY 2021 General Fund budget by $2,082,140 expenditures and $92,021 revenues; Stormwater Fund budget by $689,400; CRA Budget $59,703; Mobility $634,400; and Utilities Fund budget by $8,664,115.

Summary Explanation & Background:
Attached is a listing of items staff recommends to be carried forward as an adjustment to the 2021 Budget. This listing represents specific items or projects funded or carried forward from the FY 2020 budget, but not spent or encumbered prior to September 30, 2020. Each item has been reviewed and recommended by the Department Head and the City Manager.

In the General Fund the largest components of the carryforwards are road and sidewalk improvements $943K (45.3%), transfers to the CRA of $59K (2.8%), GIS enhancements $105K (5.0%), Police Station security upgrades $235K (11.3%), Art Center $144K (6.9%). On the CRA agenda is a carry forward request of $59K, if approved a carryforward to the CRA is necessary to cover both the amount encumbered in the CRA. Grant revenues are from approved grants that have been partially spent in FY20 for which the balance will be spent in FY21, namely the DOJ Covid grant.

The Mobility Fund has one project, Horatio Ave & Maitland Ave traffic signal mast arms.

The Stormwater Fund has two CIP projects being carried forward: Winfield and Thistle Ln Stormwater Improvements, which will come back to Council at a future time to approve the procurement on the projects.

In the Utilities Fund, there are three major wastewater and water CIP projects which account for 97.7% of the carry forward requests: 17-92 N Water main improvements; Mohican water main; and Lift Station 1.

Staff is recommending approval of the Carry Forward listing and corresponding budget adjustments.

Fiscal Impact:
Reduces the FY 2020 and increases the FY 2021 General Fund budget by $2,082,140 and $92,021 (revenues); Stormwater Fund budget by $689,400; CRA Budget $59,703; Mobility $634,400; and Utilities Fund budget by $8,664,115.

Exhibits: 1. CF21
Commission/Board: City Council
Contact Person: Jerry Gray, Finance Director 407-539-6201
Reviewed by City Attorney N/A

MEETING DATE		AGENDA
November 9, 2020		Section: Consent Agenda
Department/Office : Administration	AGENDA REPORT	Item #: 4.

Subject:
Negotiated Procurement - Camera, Fire and Security Systems

Requested Action or Motion:
Authorize the City Manager to approve DynaFire, Inc. as the preferred vendor for camera, fire, security, and access control systems under the City's purchasing policy for negotiated procurement.

Summary Explanation & Background:
The City has various camera, fire, security, and access control system throughout City facilities. As part of the hardening grant for the City's emergency operations system, DynaFire, Inc. ("DynaFire") was selected as the vendor for the camera system at Fire Station 45 when the City's primary EOC was relocated from Public Works to Fire Station 45. In FY 2019, the camera system was expanded to include the interior and exterior of City Hall. Recently, systems at the Police Department, Public Works Compound, and Art & History Campus require camera, fire, security and/or access control system replacements. The systems are currently on several different priority software systems and equipment that is not integrated, are standalone systems and have obsolete equipment. In addition, the new Police Substation will require installation of a camera and access control system. Staff anticipates a need for future installations of additional camera, security or access control systems on City facilities.

After review of the various systems and options, staff is recommending that future camera, fire, security and access control systems are standardized and that DynaFire is selected as the preferred vendor. The DynaFire systems are turnkey, with the vendor completing the design, equipment purchase, installation and maintenance of the systems. The responsiveness of the vendor for calls for service has been exemplary and fire and security systems include 24/7 monitoring by the vendor. Similar to other proprietary system purchases, such as operating software, water meters and radios, it is not practical or feasible for future additions and expansions to be incompatible.

Fiscal Impact:
Funding in FY 2021 and future year budgets will vary, but system installations and conversions will likely exceed the City Manager's purchasing threshold approval of $50K.

Exhibits:
None

Commission/Board: City Council

Contact Person: Sharon Anselmo, City Manager 407-539-6221

Reviewed by City Attorney
N/A

MEETING DATE		AGENDA
November 9, 2020		Section: Decisions
Department/Office : Community Development	AGENDA REPORT	Item #: 1.

Subject:
Ordinance: Petition # 2020-01 (AZ-PD) Gem Lake Water District

Requested Action or Motion:
Move to introduce an ordinance to rezone the project known as "The Gem Lake Water District" to Planned Development, Petition 2020-01 (AZ-PD) and associated conceptual development plan, and set the public hearing and action date for November 23, 2020.

Summary Explanation & Background:

Request

The applicant, Gem Lake Apartments, LTD, is requesting to rezone the subject property from RG-3, multiple-family residential district and RS-2, single-family residential district to Planned Development (PD) and obtain approval of a conceptual development plan in conjunction with the PD. The subject property is ~17.8 acres in size, and is generally located west of U.S. 17-92 and north of Monroe Avenue.

As part of the requested Planned Development approval, each phase of development would require site plan approval from the Development Review Committee. Modifications to the development plan plan that exceed the minor change threshold as outlined in the Land Development Code, would require Council approval for an amendment to the PD and development plan.

Location

The subject property (with the exception of 311 Monroe Ave) is located within the East Lake District, which is an area of special consideration in the Maitland Comprehensive Development Plan 2035 that recognizes a unique area (subset) of the New Neighborhood Future Land Use designation. This area is intended to provide for a mix of multi-family residential with offices and supporting residential-scale retail and personal service uses. The sub-designation allows for up to 25 dwelling units per acre in residential density and a 0.5-floor area ratio of non-residential intensity.

Existing Use

The subject site is currently vacant and previously consisted of 247 multi-family units, which were demolished by the applicant in 2019.

Proposal

The project will be phased, with the first phase focused on common elements/infrastructure/access road, bike paths and a 247-unit multi-family development. Below is the overall proposed Development Program for the Project:

Land Use Category	Sq. footage	Units	Beds
Residential		424	
Institutional (ALF)			110
Non-Residential*	363,028		

*Nonresidential consists of Office, Institutional, Commercial and public/quasi-public. The maximum percentage of supporting residential-scale retail and personal service uses are 40% of the overall non-residential entitlements.

A bicycle/pedestrian path, connecting to the existing path to the north (Adeline site) is proposed as part of Phase I. If the acquisition of an easement from FDOT for extension of the bike bath to cross U.S. 17-92 has not occurred at the time of submittal and review of Phase II of this project, the applicant shall construct the remaining bike/pedestrian path on the Gem Lake PD site (at the same width) and finish the connection to Monroe Avenue. The applicant is proposing an additional bike path along the western boundary of the site.

All development on the site will be required to be built to residential scale and character, as defined in the Land Development Code. The maximum height for the PD district is proposed in three tiers that transition from five stories maximum along the eastern portion of the property to three stories for portions adjacent to Lake Gem and Park Lake.

Access to the proposed Gem Lake Water District PD development program can be accessed by clicking on the development plan.

Action to Date
Planning & Zoning Commission: On February 13, 2020 a public hearing on this petition was held during the Planning and Zoning Commission meeting. At that meeting, the Planning and Zoning Commission heard comments from the public and the applicant, and passed a motion to forward the proposed Planned Development with direction to staff and requested that staff continue to work with the applicant until such time that the DRC determines the proposal is consistent with all applicable regulations and the item is ready to be placed on the next practical Planning & Zoning Commission agenda.

Development Review Committee: On September 30, 2020, the Development Review Committee unanimously recommended approval of the Planned Development Amendment Petition # 2020-01 (AZ-PD) Gem Lake Water District subject to thirty (30) conditions outlined in the September 30, 2020 DRC report.

Planning & Zoning Commission: On October 15, 2020 the Planning & Zoning Commission unanimously recommended approval of Planned Development Amendment, Petition # 2020-01 (AZ-PD) Gem Lake Water District, certifying consistency with the Comprehensive Development Plan, and that satisfactory provision and arrangement has been made concerning the factors itemized for review by the Development Review Committee in Section 7.5-53 of the Land Development Code.

The P&Z Recommendation addressed the Recommendation Factors outlined in Chapter 7.5. -53., for approving the PD, (pages 4-8); provides a table for Planned Development Modification Requests which includes Staff's Response, (pages 8-14) and stipulates Conditions of Approval that bind the PD and project, which begin on Page 15.

The Planning & Zoning Commission's recommendation for approval included the following modifications:

New Modification of Sec 8-16 to allow for an enclosed dumpster location with a minimum width of 8'.
New Waiver of Sec 8-14 (e)to allow for a sand beach, not to exceed 25' in length, subject to state and regional permits.
Addition of 'Commercial Outdoor Recreation Facility – limited to a Swimming/Diving Pool Center or Tennis Facility to list of allowed uses.
Revise COA 21 to allow an exception for commercial outdoor recreation facility lighting, which will be shut off by 9:30pm.
Revise modification of Sec. 8-14 (G) to include low-level vegetation at lake-side of any boardwalk or terrace instead of along the shoreline of the boardwalk or terrace.
The proposed Ordinance incorporates all recommendations added by the Planning and Zoning Commission.

Staff Recommendation
Staff recommends Council introduce an ordinance to rezone the development known as "The Gem Lake Water District" to Planned Development, Petition 2020-01 (AZ-PD) and associated development plan and establish the public hearing date of November 23, 2020 for adoption of the ordinance and development plan, and set the public hearing and action date for November 23, 2020.

Fiscal Impact:
N/A

Exhibits:
1. Color Elevations
2. Ravaudage Report with Cover LetterBIO tech
3. Final Petition 2020-01 (AZ-PD) Gem Lake Water District P&Z Recommendation updated 10-21 (final) (4) (6) (1)
4. Gem Lake Water District updated 11-4 (Council Introduction)

Commission/Board: City Council

Contact Person: Harris Berns-Cadle , Planner III 407-875-2898

Reviewed by City Attorney
Yes

MEETING DATE		AGENDA
November 9, 2020		Section: Decisions
Department/Office : Community Development	AGENDA REPORT	Item #: 2.

Subject:
Ordinance - Establishing Curbside Takeout as an Accessory Use

Requested Action or Motion:
Introduce the proposed ordinance establishing curbside takeout as an accessory use, and set the public hearing and action date for November 23, 2020.

Summary Explanation & Background:
Prior to the onset of the COVID-19 pandemic, dining trends in the restaurant industry were shifting towards food delivery and carry-out dining. The pandemic has accelerated those trends, and a consensus among industry analysts that developments in mobile internet-based technologies will lead to this trend to continue even after the disruption from the current pandemic has receded. In Maitland, where new drive-through lanes are not allowed in many districts, staff has noted a demand for accommodations to allow restaurants to fulfil this growing need for delivery and carry-out while still protecting the aesthetics of the City and mitigating potential impacts on pedestrian safety and moving traffic.

<u>Proposed Ordinance</u>

This ordinance would modify *Chapter 21 -- Zoning* of the Land Development Code to allow certain modifications to the form and function of restaurants in the City to offer improved service for off-premises dining. It would allow one (1) pick-up bay for a customer or delivery service to receive a pre-paid order directly from restaurant staff inside the establishment. The pick-up bay would not be visible from any public street, where practicable. This pick-up area would be integrated into the on-site circulation pattern and parking lot, and designed with pedestrian safety as a top priority by minimizing or eliminating 'stacking' of cars in line waiting to access the pick-up bay.

<u>Action to Date</u>

Staff discussed the concept of curbside takeout with the Planning and Zoning Commission at a workshop on September 3, 2020. After listening to the comments from Commissioners, Staff incorporated many of the ideas and issues discussed at that workshop into the draft ordinance.

<u>Planning and Zoning Commission Public Hearing and Recommendation</u>

On October 15, 2020, the Planning and Zoning Commission held a public hearing and recommended approval of the ordinance to City Council with a few modifications.

<u>Development Review Committee Recommendation</u>

On October 28, 2020, the Development Review Committee (DRC) recommended approval of the curbside takeout ordinance as proposed, which incorporates the modifications and recommendations of the Planning and Zoning Commission.

Staff Recommendations

Staff recommends Council introduce the proposed Curbside Takeout Ordinance and set the public hearing and action date for November 23, 2020.

Fiscal Impact:
N/A

Exhibits:
1. Curbside Takeout Window (Council intro)

Commission/Board: City Council

Contact Person: Sara Blanchard, Chief Planner 407-539-6214

Reviewed by City Attorney
Yes