



**City Council
July 25, 2022
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. Please silence all electronic devices during the meeting. THANK YOU for participating in your City Government.

- I. Call to Order
- II. Invocation-Moment of Silence
- III. Pledge of Allegiance
- IV. Presentations
 1. Special Recognition - Former Councilmember Mike Thomas
 2. Foundation for Orange County Public Schools, Maitland Fund - Chief Communications Officer, Scott Howat
- V. Old Business
- VI. Consent Agenda
 1. City Council Meeting Minutes of July 11, 2022
 2. Purchase Fire and Rescue Department Battalion Chief Response Vehicle - Alan Jay Fleet Sales
 3. Park Naming Policy Amendments
- VII. Public Period
- VIII. Decisions
 1. Set the Proposed Millage Rate
 2. Ordinance Introduction - Chapter 20 Water, Sewer and Sewage Disposal Rates
 3. MetroPlan Orlando Municipal Advisory Committee (MAC) Alternate Member Appointment
 4. Fort Maitland Parking - Boat Ramp
- IX. City Manager's Report/City Attorney/Council Reports
- X. 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
July 25, 2022		Section: Presentations
Department/Office : City Clerk	AGENDA REPORT	Item #: 1.
Subject: Special Recognition - Former Councilmember Mike Thomas		
Requested Action or Motion: Recognize former Councilmember Mike Thomas for his devoted public service.		
Summary Explanation & Background: Former Councilmember Mike Thomas selflessly served on the Maitland City Council from April 11, 2016 - April 11, 2022. Tonight the City Council will recognize his commitment and desire to maintain Maitland as a world class business center and a desired place to live.		
Fiscal Impact: Funds from the approved FY22 budget - 01110511-534800.		
Exhibits: 1. Resolution-Former Councilmember Mike Thomas		
Commission/Board: City Council		
Contact Person: Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
July 25, 2022		Section: Presentations
Department/Office : City Clerk	AGENDA REPORT	Item #: 2.
Subject: Foundation for Orange County Public Schools, Maitland Fund - Chief Communications Officer, Scott Howat		
Requested Action or Motion: Presentation only.		
Summary Explanation & Background: Scott Howat will provide an overview and update of the Foundation for Orange County Public Schools, including the Maitland Fund.		
Fiscal Impact: TBD		
Exhibits:		
Commission/Board: City Council		
Contact Person: Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
July 25, 2022		Section: Consent Agenda
Department/Office : City Clerk	AGENDA REPORT	Item #: 1.
Subject: City Council Meeting Minutes of July 11, 2022		
Requested Action or Motion: Approve the City Council meeting minutes of July 11, 2022.		
Summary Explanation & Background:		
Fiscal Impact: N/A		
Exhibits: 1. CC Draft Minutes July 11 2022		
Commission/Board: City Council		
Contact Person: Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
July 25, 2022		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 2.
Subject: Purchase Fire and Rescue Department Battalion Chief Response Vehicle - Alan Jay Fleet Sales		
Requested Action or Motion: Move to authorize the purchase of one (1) Fire and Rescue Department Battalion Chief Response Vehicle from Alan Jay Fleet Sales for \$77,786.		
Summary Explanation & Background: The FY 2023 budget includes funding for one (1) scheduled replacement vehicle for the Fire Department from Line Item 01-420-519-6430, Project #VE-001. Due to current supply chain issues of receiving vehicles, we are requesting approval to purchase the replacement for Fire and Rescue Department Battalion Chief Response Vehicle in advance. The unit will be a GMC Sierra 2500HD Crew Cab with response additions to replace the existing 2011 Ford F250. The city was notified that the vendor has secured a production slot for this vehicle, and we would need to make a purchase commitment to ensure that we receive one of the limited numbers of this vehicle to be produced. In consideration of our city's sustainability program, the Public Works Department has evaluated the availability of electric or hybrid electric options for this vehicle. Given the nature and duty of the vehicle to be used by the Fire Department, there are currently no alternative vehicles available in the needed applications. Staff recommends authorizing the purchase of a Fire and Rescue Department Battalion Chief Response Vehicle from Alan Jay Fleet Sales via Sourcewell contract #2022 120716-NAF for \$77,786.		
Fiscal Impact: Funds available in 01-420-519-6430, Project #VE-001		
Exhibits:		
Commission/Board: City Council		
Contact Person: Chris Morton 407-539-0774		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
July 25, 2022		Section: Consent Agenda
Department/Office : Parks & Recreation	AGENDA REPORT	Item #: 3.
Subject: Park Naming Policy Amendments		
Requested Action or Motion: Move to approve the Park Naming Policy amendments as presented.		
Summary Explanation & Background: The council initially adopted the Park Naming Policy for public parks and park facilities on January 11, 2010. The Parks and Recreation Advisory Board (PRAB) was in agreement that a number of modifications to the policy would be beneficial to the existing policy to better define certain procedures and scenarios that are encountered from time to time in relation to park or park feature naming. A discussion was held at the April 6, 2022 PRAB meeting to discuss and review items of the policy that were in need of revision and PRAB voted unanimously (5-0) in their July 6, 2022 meeting to recommend to council that the proposed amendments be adopted for the policy going forward. One minor change was suggested to the proposed policy which includes that the policy verbiage under section IV, Item #3 be changed from "two months" to a "two meeting period" to be certain to allow for public comment at two public meetings, considering that regular PRAB monthly meetings are canceled on occasion. This change has been incorporated into the final proposed version attached for adoption. Please note that the corrected draft version of the policy includes additions noted in red underline and deletions as red strikethroughs. The staff is in support of the proposed amendments being made to the City of Maitland Park Naming Policy.		
Fiscal Impact: N/A		
Exhibits: 1. Park Naming Board Recommendation 2. Parks Naming Policy - Proposed, clean 3. Parks Naming Policy - Proposed, track changes (1) 4. July 6, 2022 min		
Commission/Board: City Council		
Contact Person: Jay Conn 407-539-6264		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA								
July 25, 2022		Section: Decisions								
Department/Office : Administration	AGENDA REPORT	Item #: 1.								
Subject: Set the Proposed Millage Rate										
Requested Action or Motion: (1) Move to set the rolled back millage rate for the 2022 tax year as <u>3.9043</u> . (2) Move to set the proposed operating millage rate for the 2022 tax year at <u>4.3453</u> mills. (3) Move to set the proposed voted debt millage rate for the 2022 tax year at <u>0.2180</u> , for a combined total of <u>4.5633</u> mills. (4) Move to set the date, time and place for the public hearing on the tentative budget for the fiscal year 2022-2023 as Monday, September 12, 2022, 6:30 p.m. in the City Hall Council Chambers.										
Summary Explanation & Background: In accordance with Truth in Millage ("TRIM") compliance requirements as set forth in Chapter 200 of Florida Statutes, the City must calculate a rolled-back rate for the 2022 tax year; set proposed operating and voted debt millage rates and set the date, time and place for the tentative budget hearing. The statutes require separate motions. The operating millage rate used in preparation of the budget draft of 4.3453 is 11.3% higher than the rolled back rate of 3.9043. A mill is the tax rate for each \$1,000 of taxable property value. At 4.3453 mills, a home with a taxable value of \$300,000 will pay \$1,376 in operating and debt millage to the City of Maitland. Each mill generates \$3 million to the General Fund and \$337 thousand to the Community Redevelopment Agency. For a home with a taxable value of \$300,000, each additional mill will cost the resident \$300 on their 2022 tax bill. The combined total millage rate used in the budget is 4.5633, which is 0.019 mill less than the prior year's combined total rate of 4.5823. The maximum millage rate voting requirements outline three levels of voting options. For tax year 2022, the maximum millage rate that can be levied with a majority vote is 5.1536.										
<table><tr><td>Maximum Millage Rate Voting Options</td><td>Maximum Millage Rate</td></tr><tr><td>Majority Vote (adjusted rolled back rate per State formula)</td><td>Up to 5.1536</td></tr><tr><td>2/3 Vote of Governing Board (110% of the Majority Vote Millage Rate)</td><td>Up to 5.6690</td></tr><tr><td>Unanimous Vote of Governing Board or Referendum</td><td>Any rate up to statutory limits</td></tr></table>			Maximum Millage Rate Voting Options	Maximum Millage Rate	Majority Vote (adjusted rolled back rate per State formula)	Up to 5.1536	2/3 Vote of Governing Board (110% of the Majority Vote Millage Rate)	Up to 5.6690	Unanimous Vote of Governing Board or Referendum	Any rate up to statutory limits
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Unanimous Vote of Governing Board or Referendum	Any rate up to statutory limits									
Once the Council sets the proposed millage, the Certification of Taxable Value (form DR 420) and the Maximum Millage Levy Calculation Preliminary Disclosure (form DR 420 MMP) must be returned to										

the Orange County Property Appraiser's Office by July 30, 2022. Those forms, which assumes the current millage rate remains unchanged, are attached for the Council's review. Once returned, the information will be used to generate the notice of proposed taxes which will be issued mid-August.

The final millage rates will be set at the final public hearing in September. The final millage rate could be any millage equal to or lower than the proposed millage rate set by the Council tonight. The millage rate can be increased after the proposed millage is set; however, it involves an onerous process of notification to taxpayers.

Fiscal Impact:

A millage rate of 4.3453 mills generates \$14.5 million to the General Fund and \$1.7 million to the CRA. A debt millage of 0.218 generates \$812 thousand to the debt service fund.

Exhibits:

1. dr420mmp fill-in
2. 2022 Maitland DR-420

Commission/Board: City Council

Contact Person: Mark Reggentin 407-539-6220

Reviewed by City Attorney

N/A

MEETING DATE		AGENDA
July 25, 2022		Section: Decisions
Department/Office : Public Works	AGENDA REPORT	Item #: 2.
Subject: Ordinance Introduction - Chapter 20 Water, Sewer and Sewage Disposal Rates		
Requested Action or Motion: Move to introduce an ordinance on first reading to amend Chapter 20, Water, Sewers and Sewage Disposal, Article I "In General," Article II "Water," and Article III "Sewers and Sewage Disposal" to provide for updated water and sewer rates, and setting the public hearing and adoption for August 8, 2022.		
Summary Explanation & Background: The City engaged GovRates to perform a Water and Sewer Rate Study and attached is a summary of the study results. At the July 11, 2022 City Council Meeting, Bryan Mantz from GovRates presented the results of the study, which included an overview of the City's utility and current rate structure, as well as rate guiding principles, a survey of surrounding municipality rates and proposed rate recommendations for recurring monthly charges and connection fees. GovRate's rate study concluded that revenues under existing rates are insufficient to meet all the revenue requirements of the Utility Fund and recommended adoption of rates. As a part of the presentation, it was recommended to adopt the new rates and charges through a resolution rather than by ordinance. The staff has prepared an ordinance that has removed all specific rates and has included language that all rates and fee schedules shall be adopted by resolution. Attached is the draft resolution that reflects a 9% annual increase between FY 2023 and FY 2025 and a 6% increase for FY 2026 and FY 2027 as discussed at the City council meeting of 7/11/22. Future year increases would be automatically increased by the percentage increase (if any) reported in the <i>Engineering News-Record</i> Construction Cost Index (the "Cost Index"), not to exceed 5%. This resolution would be contingent on the passage of the ordinance proposed. City staff recommends City Council introduce an ordinance implementing GovRate's recommendations to amend Chapter 20 of the City Code and to set the public hearing and adoption for August 8, 2022.		
Fiscal Impact: The fee structure adopted will fund the water and sewer operating and capital fund.		
Exhibits: - Signed Maitland Water and Wastewater Rate Study Report 06_28_2022 - Ordinance Water Sewer Rates Draft 07182022 (JJS) - Utility Rates Resolution BAM Comments (JJS) - EXHIBIT A 07202022 - Annual Adjustments Proposed		
Commission/Board: City Council		

Contact Person: Kimberley Tracy 407-539-6216

Reviewed by City Attorney
Jacob Schumer

MEETING DATE		AGENDA
July 25, 2022		Section: Decisions
Department/Office : City Clerk	AGENDA REPORT	Item #: 3.
Subject: MetroPlan Orlando Municipal Advisory Committee (MAC) Alternate Member Appointment		
Requested Action or Motion: Move to appoint an alternate representative to the MetroPlan Orlando Municipal Advisory Committee (MAC).		
Summary Explanation & Background: On March 28, 2022, City Council appointed Councilmember Guthrie as the MAC representative and former City Manager Anselmo as the alternate. According to the MAC Bylaws, this committee was “established to strengthen ties with the region’s cities and towns that do not have direct representation on the MetroPlan Orlando Board. The MAC consists of the Mayors or appointees of the municipalities that are not directly represented on the MetroPlan Orlando Board. The MAC will ensure that their views are considered in the decision-making process, generate broad-based support and raise awareness among elected officials of the functions of MetroPlan Orlando Board. The Chairperson of the MAC will serve as a voting member on the MetroPlan Orlando Board.” Further, Section 3. Purpose, of the Bylaws states “The municipalities of the area shall be involved in the transportation planning process by establishment of a Municipal Advisory Committee. The purpose shall be to assess reaction to planning proposals and to provide comment to MetroPlan Orlando with respect to the concerns of various municipalities not directly participating on the MetroPlan Orlando.” The MAC meets once a month at 9:30 AM on the Thursday prior to the MetroPlan Orlando regular meeting. The City Council is requested to appoint an alternate representative, effective immediately.		
Fiscal Impact: TBD		
Exhibits:		
Commission/Board: City Council		
Contact Person: Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
July 25, 2022		Section: Decisions
Department/Office : Administration	AGENDA REPORT	Item #: 4.
Subject: Fort Maitland Parking - Boat Ramp		
Requested Action or Motion: Staff requests direction regarding Fort Maitland parking restrictions.		
Summary Explanation & Background: BACKGROUND Upgrades to Ft. Maitland Park was identified in the Parks and Recreation Master Plan to improve park amenities (i.e. a playground and picnic area), to redevelop the existing building, and to improve existing signage. Planning was initiated in 2018 to install these upgrades. However, further planning progression was also considered by the following: 1/19 - Council reviewed initial conceptual plans and expressed the desire to add a boat loading/unloading area and a more formalized kayak/paddleboard launch area in addition to the other amenities. 5/19 - It was determined that the police boathouse was no longer needed and that it was feasible to convert that amenity to a lake viewing deck, which was also added to the planned improvements. 12/20 - Council held a workshop to discuss conditions of a grant received for site improvements to Ft. Maitland. Other discussions involved various parking concerns at the site. It was determined that the number of parking spaces would remain the same and any changes to parking restrictions could be addressed through a change in policy and adoption of an ordinance while the project was under construction. 12/20 - Council accepted a motion to "approve the previously approved list of improvements to Ft. Maitland Park." Those improvements are reflected in the attached plans. These include: 1. Adding a playground and pavilion 2. Adding parking spaces for car parking to accommodate non-motorized access to the lake 2. Adding a kayak drop off and launch area 3. Demolishing and relocating the restrooms 4. Converting the police boathouse to a viewing deck 5. Maintaining the current number of boat parking spaces 6. Repaving the parking and drive aisle areas 7. Improving landscaping and stormwater treatment 8. Adding a paved walkway from the car parking areas to the lake 1/11/21 - Council approved a change order for final design revisions to plans for Ft. Maitland Park.		

During the December 2020 meeting, it was determined that any changes to the parking restrictions could and should be addressed prior to the park reopening. The purpose of this discussion is to provide staff with directions regarding what, if any, additional restrictions should be placed on parking prior to reopening the park. If a consensus can be reached, the new requirements will be included in an ordinance specifically addressing parking at Fort Maitland.

A site plan has been attached of the park as it will be following construction. The 13 boat trailer parking spaces are directly west of the ramp.

Prior to making the decision, some history regarding parking at Fort Maitland should be discussed. In 1980, the City Council attempted to restrict parking at Fort Maitland to residents only. This resulted in a lawsuit from the Orlando Bassmasters Association claiming discrimination between residents and nonresidents (A synopsis is attached). Bassmaster prevailed in Circuit Court. The city appealed to the 5th District Court of Appeals and the Appeals Court upheld the lower court's ruling. The city then appealed to the Florida Supreme Court and they denied the petition for review.

The restriction regarding nonresident parking was lifted and in its place, a fee for lake access was adopted to help fund police patrols and water quality. A version of this fee is currently in place today. However, this fee has nothing to do with parking. The City of Winter Park and Maitland have adopted a boat pass program that requires all users of the lake to have a pass to be on the chain of lakes. This is enforced by both police departments and does not guarantee parking at any access point.

Options for parking that were previously discussed include:

1. Resident Parking only. Sign all spaces for residency parking only.
2. Resident parking for a certain number of spaces. Discussions have varied between three and six spaces to be reserved for residents.
3. Residents only spaces for weekends and holidays. Weekends and holidays are the busiest times for the boat ramps. There is little problem with capacity during normal weekdays.
4. Leave the parking as it is.

If the City Council makes a determination to move forward with a form of restricted parking for residents, an ordinance will need to be drafted to designate the resident/non-resident ratio, develop a system of identifying resident vs. nonresident vehicles, and adjust the parking fine for violators (currently \$30.00).

DISCUSSION

Prior to construction, there were 13 boat parking spaces at Fort Maitland Park. Based upon the design which is currently under construction, there are 12. One of these is a handicapped space. Based upon discussion at the City Council meeting of June 27, 2021, the Council requested that one of these spaces be dedicated to Police Department parking. After consulting with the Chief, it was verified that it would be advantageous to have a space dedicated to police parking. One space is also dedicated for parking for the disabled. The City Council must determine the appropriate parking policy for the remaining 10 spaces. The City Council directed staff to examine alternatives that would provide advantages to Maitland residents for preferred parking treatment at the boat ramp. The first was to provide resident-only parking spaces. The second was to provide metered parking for which residents would be allowed to park for free. Under either scenario, it was the consensus of the City Council that the policy be implemented prior to the park opening. The park is scheduled to open in September. In order to meet this schedule, an ordinance must be drafted and presented to City Council no later than August 8th if any changes are proposed that would require codification. Adoption of this ordinance would occur on

August 22nd. These alternatives are discussed below.

Resident Parking Restrictions

Annual passes are sold at the Community Park in person. The cost of an annual boat pass averages between \$150.00 and \$200.00, depending upon the size of the boat and the horsepower of the engine. There is a different rate for residents and non-residents. Non-residents pay a 50% higher fee than residents. Day passes are \$6.00 for both residents and non-residents. The city has a limited number of day passes that are sold. Prior to closing Fort Maitland Park, the city would sell up to 15 passes daily. There is a current reciprocal agreement between Winter Park and Maitland that we will charge the same fee for boat passes.

Council directed staff to examine the process for implementing a plan that would include placing signage on a designated number of spaces for resident parking only. During the discussion of this option, the Council indicated that the following restrictions and enforcement should be considered:

1. Resident-only parking be limited to annual pass holders.
2. Restricted parking would be enforced on weekends. During the week, parking would be available for all boaters.
3. Parking violations should carry a more substantial penalty

If this is the direction the Council would like to take, a policy can be developed to implement this through our annual pass purchase program. When a resident annual pass is sold, an additional decal could be provided to be affixed to the boat trailer. This decal would afford the resident the ability to park in a designated Maitland residents' parking space, if available. Individuals without this decal who park in a designated space would be subject to issuance of a parking citation. Currently, parking citations are \$30.00. The City Council discussed raising the fine to make it more punitive.

In order to implement this system, the following would need to occur:

1. Determine the number of spaces that will be restricted to Maitland residents
2. Determine an appropriate fine for illegal parking
3. Revise the code to reflect the changes in policy
4. Fabricate and install the signs prior to opening the park

Metered Parking

The second alternative discussed was to provide a metering solution for the parking spaces that would charge non-residents for parking but provide free parking for residents. There are hundreds of hardware and software-based parking solutions that are available through state contract or pre-approved competitive processes. Staff reached out to several vendors, of which only a few were responsive within our timeframe.

After speaking with companies that provide parking management solutions, it was determined that there are three main categories of metered solutions.

- Option 1 – Text or Scan to Pay signage
- Option 2 – Kiosk style payment
- Option 3 – License Plate Reader or secure gate access

Each company has a slightly different fee schedule and equipment charges and that would need to be researched further to determine the best value for the City. Based upon our discussions, the following was determined. The kiosk and license plate reader options are hardware and software-based. There is

significant lead time required for ordering mobilization and implementation. These also require electrical and in many cases internet infrastructure to be installed prior to the hardware installation. Most of the time frames that were provided exceeded 2-3 months for installation. In terms of cost, one vendor visited the site and quoted a price of \$15,000 for an entry level kiosk system. There is a shorter lead time on text or scan to pay options. However, the vendors that responded indicated that the lead time would be several weeks for set up and implementation. Additionally, these vendors had no ability to differentiate between residents and non-residents to implement a differential rate structure with text or scan to pay systems.

If this option is preferred, staff could request proposals, evaluate vendors, determine functionality, check references for reliability and determine the best application for a metered parking solution at Fort Maitland. This would not meet the deadline for having a differentially rated parking solution when the park opens.

Legal Implications

As requested, the City Attorney has evaluated the legal implications of the potential options. A memorandum to this effect is attached. To summarize, the City Attorney believes that although either option is defensible in the face of the Bassmasters decision, metering at a differential rate is more defensible than reserving spaces for resident parking only. His opinion is attached.

Fiscal Impact:

Variable based upon the chosen implementation mechanism.

Exhibits:

1. bassmasters lawsuit
2. Maitland v. Orlando Bassmasters Ass'n Supreme Court
3. Fort Maitland Site Plan
4. Memo re Residency Parking

Commission/Board: City Council

Contact Person: Mark Reggentin 407-539-6220

Reviewed by City Attorney
Yes