



**City Council
Approved Minutes
July 25, 2022
Council Chambers
6:30 PM**



I. CALL TO ORDER

Present: 4 - Councilmember Lori Wurtzel, Councilmember Michael Wilde, Vice-Mayor Lindsay Hall Harrison, Mayor John Lowndes

Absent: 1 - Councilmember Vance Guthrie

Mayor Lowndes called the July 25, 2022, meeting to order at 6:34pm. Staff also in attendance: Interim City Manager Reggentin (remotely present), City Clerk Hollingsworth, City Attorney Shepard, Public Works Director Tracy, Community Development Director Matthys, Fire Chief Watts, Police Chief Manuel, Administrative Assistant for the City Manager Cordero, and Public Information Officer Sargent.

II. INVOCATION-MOMENT OF SILENCE

Mayor Lowndes offered a moment of silence.

III. PLEDGE OF ALLEGIANCE

Mayor Lowndes led the Pledge of Allegiance.

IV. PRESENTATIONS

1. SPECIAL RECOGNITION - FORMER COUNCILMEMBER MIKE THOMAS

Mayor Lowndes, on behalf of the City Council, presented and read aloud a Resolution recognizing former Councilmember Mike Thomas, for his selfless and dedicated service. Mr. Thomas served on the Maitland City Council from April 11, 2016-April 11, 2022. Former Councilmember Mike Thomas expressed his appreciation and acknowledgement to Council and late City Manager Anselmo.

2. FOUNDATION FOR ORANGE COUNTY PUBLIC SCHOOLS, MAITLAND FUND - CHIEF COMMUNICATIONS OFFICER, SCOTT HOWAT

Scott Howat presented an overview and update of the Foundation for the Orange County Public Schools, including the Maitland Fund. He stated that the fund would disburse the minimum amount of \$8,000.

The funds will be disbursed among the three Maitland Public Schools as follows:

- Maitland Middle - \$3,360
- Dommerich Elementary - \$2,640
- Lake Sybelia Elementary - \$2,000

Principal Malik Aski-Melik Brown from Maitland Middle School provided a brief update on how the funds were expended in the past year and the positive impact these funds had on the students' educational development, which provided support for before and after-school programs, tutoring, and transportation at Maitland Middle School.

V. OLD BUSINESS

There was none to report.

VI. CONSENT AGENDA

Mayor Lowndes opened the public comment period for Consent items #2 and #3.

There being no one who wished to speak, Mayor Lowndes closed the public comment period.

A motion was made to approve the Consent agenda as presented.

RESULT:	Approve
MOVER:	Councilmember Michael Wilde
SECONDER:	Vice-Mayor Lindsay Hall Harrison
AYES:	Lori Wurtzel, Michael Wilde, Lindsay Hall Harrison, John Lowndes
NAYS:	None

1. CITY COUNCIL MEETING MINUTES OF JULY 11, 2022

Approve the City Council meeting minutes of July 11, 2022.

2. PURCHASE FIRE AND RESCUE DEPARTMENT BATTALION CHIEF RESPONSE VEHICLE - ALAN JAY FLEET SALES

Authorize the purchase of one (1) Fire and Rescue Department Battalion Chief Response Vehicle from Alan Jay Fleet Sales for \$77,786.

3. PARK NAMING POLICY AMENDMENTS

Approve the Park Naming Policy amendments as presented.

VII. PUBLIC PERIOD

Mayor Lowndes opened the Public Period. There being no one who wished to speak, Mayor Lowndes closed the Public Period.

VIII. DECISIONS

1. SET THE PROPOSED MILLAGE RATE

Interim City Manager Reggentin stated that in accordance with the Truth in Millage ("TRIM") compliance requirements as set forth in Chapter 200 of the 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 the 2022 tax year, the maximum millage rate that can be levied with a majority vote is 5.1536.

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

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 assume the current millage rate, remain unchanged. 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 the last meeting of 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.

A discussion ensued. Interim City Manager Reggentin answered questions posed by the council.

Mayor Lowndes opened the public comment period.

Dale McDonald, 108 Tangelo Court, spoke in favor of and verbalized that the Council has the discretion to raise the TRIM rate above 4.5633 mills as proposed.

There being no one else who wished to speak, Mayor Lowndes closed the public comment period.

A motion was made to set the rolled back millage rate for the 2022 tax year as 3.9043.

RESULT:	Approve
MOVER:	Vice-Mayor Lindsay Hall Harrison
SECONDER:	Councilmember Lori Wurtzel
AYES:	Lori Wurtzel, Michael Wilde, Lindsay Hall Harrison, John Lowndes
NAYS:	None

A motion was made to set the proposed operating millage rate for the 2022 tax year at 4.3453 mills.

RESULT:	Approve
MOVER:	Vice-Mayor Lindsay Hall Harrison
SECONDER:	Councilmember Lori Wurtzel
AYES:	Lori Wurtzel, Michael Wilde, Lindsay Hall Harrison, John Lowndes
NAYS:	None

A motion was made to set the proposed voted debt millage rate for the 2022 tax year at 0.2180, for a combined total of 4.5633 mills.

RESULT:	Approve
MOVER:	Vice-Mayor Lindsay Hall Harrison
SECONDER:	Councilmember Michael Wilde

AYES:	Lori Wurtzel, Michael Wilde, Lindsay Hall Harrison, John Lowndes
NAYS:	None

A Motion was made 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.

RESULT:	Approve
MOVER:	Councilmember Michael Wilde
SECONDER:	Councilmember Lori Wurtzel
AYES:	Lori Wurtzel, Michael Wilde, Lindsay Hall Harrison, John Lowndes
NAYS:	None

2. ORDINANCE INTRODUCTION - CHAPTER 20 WATER, SEWER AND SEWAGE DISPOSAL RATES

City Clerk Hollingsworth read aloud, by title, an ordinance of the City of Maitland, Florida, amending Chapter 20, Water, Sewers and Sewage Disposal, Article I, "In General," Article II, "Water," to provide for miscellaneous service charges and fees to be set by resolution; and providing for conflicts, for severability and for an effective date.

Public Work Director Tracy stated that the city engaged GovRates to perform a Water and Sewer Rate Study. 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. A resolution was drafted, which 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 July 11, 2022. Future year increases would be automatically increased by the percentage increase (if any) reported in the Engineering News-Record 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.

A discussion ensued. Public Works Director Tracy along with Bryan Mantz of GovRates and Interim City Manager Reggentin answered questions posed by the council.

Mayor Lowndes opened the public comment period.

Dale McDonald, 108 Tangelo Court, is in favor of increasing the water rates in the City of Maitland as shown in the Water Rate Study presentation.

Upon a brief discussion, a motion was made 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.

RESULT:	Approve
MOVER:	Councilmember Michael Wilde
SECONDER:	Vice-Mayor Lindsay Hall Harrison
AYES:	Lori Wurtzel, Michael Wilde, Lindsay Hall Harrison, John Lowndes
NAYS:	None

3. METROPLAN ORLANDO MUNICIPAL ADVISORY COMMITTEE (MAC) ALTERNATE MEMBER APPOINTMENT

City Clerk Hollingsworth stated that on March 28, 2022, City Council appointed Councilmember Guthrie as the MAC representative and the late 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 that "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 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.

Mayor Lowndes requested nominations. Councilmember Wilde nominated himself to be appointed as the alternate representative for MAC. Councilmember Hall Harrison moved to appoint Councilmember Wilde as the alternate representative for MAC. Councilmember Wurtzel seconded the motion.

There being no other nominations, Mayor Lowndes declared Councilmember Wilde appointed as the alternate representative for MAC, effective immediately.

RESULT:	Appoint
MOVER:	Vice-Mayor Lindsay Hall Harrison
SECONDER:	Councilmember Lori Wurtzel
AYES:	Lori Wurtzel, Michael Wilde, Lindsay Hall Harrison, John Lowndes
NAYS:	None

4. FORT MAITLAND PARKING - BOAT RAMP

Interim City Manager Reggentin stated that the history and background of Fort Maitland Park was discussed at the July 11, 2022 City Council meeting. 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 residents 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. The 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 preapproved 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 Bassmaster's decision, metering at a differential rate is more defensible than reserving spaces for residents' parking only.

A discussion ensued. Interim City Manager Reggentin and City Attorney Shepard answered questions posed by the Council.

Councilmember Wilde made a MOTION that on Saturdays and Sundays all boat trailer parking spaces will incur a \$25.00 parking fee, that shall be waived for Maitland residents that purchase an annual boat pass and to increase the amount for a parking violation to \$100.00. Seconded by Vice-Mayor Hall Harrison.

Additional directions were given to further consider and evaluate the need for a more permanent system, such as a QR code scan & pay or kiosk / metered.

RESULT:	Approve
MOVER:	Councilmember Michael Wilde
SECONDER:	Vice-Mayor Lindsay Hall Harrison
AYES:	Lori Wurtzel, Michael Wilde, Lindsay Hall Harrison, John Lowndes
NAYS:	None

IX. CITY MANAGER'S REPORT/CITY ATTORNEY/COUNCIL REPORTS

City Clerk Hollingsworth reminded Council that the next FY23 Budget Workshop is scheduled on August 1, 2022, at 5:30 p.m.

Councilmember Hall Harrison requested to have a council discussion at the next city council meeting scheduled on August 8, 2022, to discuss the Jensen - Maitland Fitness property located at 425 Sybelia Parkway, Uptown Maitland Lot 2.

X. ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned at 9:41 pm.