



**City Council
January 25, 2021
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
- III. Pledge of Allegiance
- IV. Presentation
 1. Proclamation - Chris Nikic Day
- V. Public Hearing - None
- VI. Old Business
- VII. Consent Agenda
 1. Minutes of January 11, 2021 City Council Meeting
 2. Community Park Boardwalk Design - DRMP
 3. Mohican Trail Sidewalk Improvements
 4. Surface Water Quality Testing
 5. Piggyback Agreement for Building Code Administrative Services
- VIII. Public Period
- IX. Decision
 1. Notification Distance Requirements for Land Development
- 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
January 25, 2021		Section: Presentation
Department/Office : Administration	AGENDA REPORT	Item #: 1.
Subject: Proclamation - Chris Nikic Day		
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
January 25, 2021		Section: Consent Agenda
Department/Office : Administration	AGENDA REPORT	Item #: 2.
Subject: Community Park Boardwalk Design - DRMP		
Requested Action or Motion: Move to approve the attached contract with DRMP for the Community Park boardwalk design.		
Summary Explanation & Background: As part of the city's continuing efforts to expand and improve bicycle and pedestrian network within the city, and improve aging infrastructure, the capital budget included funding for the design and replacement of the Community Park Boardwalk from the intersection of Arapaho and Thunderbird Trails to the tennis courts. The intent is to replace and widen the boardwalk from eight (8) to ten (10) feet to more easily accommodate bicycle and pedestrian traffic. Based upon a preliminary structural review, it appears that the pilings will be able to be reused for the new structure. If this is the case, it will result in significant savings in the construction process. To make this determination, some additional geotechnical and structural loading analysis will be required as part of the design process. In addition to the boardwalk design, an additional trail connection will be added to the south of the tennis courts replacing the shell rock path with a concrete trail. This will create an improved hard surface trail to connect the Dommerich neighborhoods with the pedestrian bridge over 17/92.		
Fiscal Impact: Total engineering cost of \$94,784; \$43,000 was budgeted for this project. as :PR011 account number 01272566300 The remaining \$51,784 funding is available within the General Fund.		
Exhibits: 1. Maitland Boardwalk Proposal 12.03.2020		
Commission/Board: City Council		
Contact Person: Mark Reggentin , Assistant City Manager 407-539-6220		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
January 25, 2021		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 3.
Subject: Mohican Trail Sidewalk Improvements		
Requested Action or Motion: Move to approve the construction contract with Burkhardt Construction in the amount of \$403,200.10 for the construction of the Mohican Trail Sidewalk Improvements and a contract with CPH, Inc., for Construction Inspection Services in the amount of \$12,960.		
Summary Explanation & Background: The Mohican Trail Sidewalk Improvement Project includes the construction of a new sidewalk from Arapaho Trail to Mojave Trail along the south side of the roadway, a new sidewalk from Mojave Trail to Camelot Road along the northern right-of-way, a sidewalk repair from Camelot Road to Parliament Road, and a new sidewalk along the northern right-of-way from Parliament to Thistle Lane. The City's Construction Manager at Risk (CMAR), Burkhardt Construction has provided a Guaranteed Maximum Price (GMP) proposal in the amount of \$403,200.10. CPH, Inc, the City's Engineer of Record (EOR) for the project reviewed the GMP in comparison to the engineer's estimate and found the cost to be acceptable. City Staff recommends approval of this contract with Burkhardt Construction as well as a Construction Engineering Assistance contract with CPH, Inc. for project inspection services in the amount of \$12,960.		
Fiscal Impact: Funds available in 01412541-566300 BS501		
Exhibits: 1. Mohican Addendum 2 - Construction Services 2. Mohican Trail Sidewalk Construction Base Contract (003)		
Commission/Board: City Council		
Contact Person: Kimberley Tracy, Public Works Director 407-539-216		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
January 25, 2021		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 4.
Subject: Surface Water Quality Testing		
Requested Action or Motion: Move to authorize the City Manager to execute a one-year extension to the Maitland Surface Water Quality Sampling Contract with Flowers Chemical Laboratories, Inc. in the amount of \$65,224.		
Summary Explanation & Background: In January of 2016, City Council approved the use of Flowers Chemical Laboratories, Inc for water quality sampling and testing for the City's lakes and canals. The initial contract includes twenty-five (25) sites sampled once a month and was for an initial term of two years, with a maximum of three one year extensions. In April 2020, City Council approved a change order to include an increase to remove Fecal Coliform test and replace it with E. Coli to meet regulatory requirements. The cost for the contract is \$5,437 per month and a total annual cost of \$65,224. The contract has recently expired on January 19, 2021. When the City went out for bid in FY16, awarded 1/11/2016, the quotes, per month, were as follows: Flowers - \$4,702 Advanced Environmental - \$5,540 Pace Analytical - \$9,760 Due to a combination of a delay in the Stormwater/Lakes Master Plan Update and the upcoming issuance of the next cycle for the NPDES (National Pollution Discharge Elimination System) five-year permit in May, staff has not finalized an updated testing plan to be utilized to solicit for a new contract for these services. Since it is important to continue to collect the water quality data and the vendor agrees to extend the contract for another year, staff requests to extend the contract for up to one year while staff is working on updating the testing plan and soliciting for the testing services. This amount will exceed the City Manager's approval threshold and therefore requires City Council approval. Staff recommends authorizing the City Manager to execute a one-year extension to the Maitland Surface Water Quality Sampling Contract with Flowers Chemical Laboratories, Inc. in the amount of \$65,224.		
Fiscal Impact: Funds budgeted in 132 -370-530-537-533440		
Exhibits: 1. Microsoft Word - MaitlandLakes011121.doc 2. 2016 Flowers Contract Full		
Commission/Board: City Council		

Contact Person: Kimberley Tracy, Public Works Director 407-539-216
Reviewed by City Attorney N/A

MEETING DATE		AGENDA
January 25, 2021		Section: Consent Agenda
Department/Office : Community Development	AGENDA REPORT	Item #: 5.
Subject: Piggyback Agreement for Building Code Administrative Services		
Requested Action or Motion: Move to authorize the City to Manager to execute a piggyback contract with Universal Engineering for Building Code administrative, plans review and inspection services through March 31, 2023 with the option for two (2) one-year periods consistent with the City of Winter Springs and Universal Engineering agreement.		
Summary Explanation & Background: In light of the recent retirement of Maitland's Building Official and past resignation of our building inspector, the Community Development Department is requesting Council approve and authorize the City Manager to execute a contract with Universal Engineering for Building Code administrative, plans review and inspection services. The City of Maitland currently utilizes Universal Engineering for continuing building plans review and inspection services in conjunction with a piggyback contract with Lake County however, the Lake County agreement is set to expire in October 2021 and does not contain Building Official administrative services. The proposed piggyback agreement between the City of Winter Springs and Universal Engineering does contain all needed services and is valid through March 31, 2023 with the option for two (2) one-year extensions. Fees for administrative, plans review and inspection services will be billed on an hourly basis. Staff anticipates utilizing the building administrative service until such time that a new Building Official is hired transitioned in his/her role with the City. In addition, it is anticipated the total annual fees will exceed \$50,000 thereby requiring Council approval of said agreement.		
Fiscal Impact: Contracted services are billed on an hourly rate per attached agreement.		
Exhibits: 1. PiggybackContractForm-Universal Engineering - new format 2. Winter Springs Contract Executed Copy		
Commission/Board: City Council		
Contact Person: Dan Matthys, Community Development Director 407-539-6211		
Reviewed by City Attorney Yes		

MEETING DATE		AGENDA
January 25, 2021		Section: Decision
Department/Office : Administration	AGENDA REPORT	Item #: 1.

Subject: Notification Distance Requirements for Land Development
Requested Action or Motion:
Summary Explanation & Background: This item has been placed on the agenda by Council member Guthrie. Council member Guthrie requests that City Council provide direction to staff to reconsider the current notification distances on land development projects when the development impacts lakefront residents.
Fiscal Impact: N/A
Exhibits: None
Commission/Board: City Council
Contact Person: Sharon Anselmo, City Manager 407-539-6221
Reviewed by City Attorney N/A