



**City Council
January 23, 2023
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. Moment of Silence
- III. Pledge of Allegiance
- IV. Presentations
 1. Proclamation Maitland Woman's Club Week
- V. Public Hearing
 1. Ordinance Chapter 20 Water, Sewers and Sewage Disposal Sec. 20-5 Meter Reading
- VI. Old Business
- VII. Consent Agenda
 1. City Council Meeting Minutes of January 9, 2023
 2. Amending City Council Meeting Minutes of December 12, 2022 - Lake Advisory Board Appointment Term Dates
 3. Vermeer Chipper Purchase from Vemeer Southeast Sales & Service, Inc.
 4. Arbor Bucket Truck Purchase - TruckMax Inc.
- VIII. Public Period
- IX. Decisions
 1. Appointment - Sustainability Advisory Board
- X. City Manager's Report/City Attorney/Council Reports
- XI. 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 23, 2023		Section: Presentations
Department/Office : City Clerk	AGENDA REPORT	Item #: 1.
Subject: Proclamation Maitland Woman's Club Week		
Requested Action or Motion: Proclamation Presentation.		
Summary Explanation & Background: The Maitland Woman's Club was established in 1948. In 2023, celebrating 75 years of accomplishments, invaluable service, charitable donations and programs provided to the community. Anne C. Grady, First Vice President of the Maitland Woman's Club provided the attached club history.		
Fiscal Impact: N/A		
Exhibits: 1. Proclamation - Maitland Woman's Club 1-2023 2. MWC History, A Grady, rvsd 2022.09.07(print version)		
Commission/Board: City Council		
Contact Person: Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
January 23, 2023		Section: Public Hearing
Department/Office : Finance Department	AGENDA REPORT	Item #: 1.
Subject: Ordinance Chapter 20 Water, Sewers and Sewage Disposal Sec. 20-5 Meter Reading		
Requested Action or Motion: Move to adopt an ordinance formalizing the meter reading policy; adding Sec. 20-5, Meter Reading, to Article I of Chapter 20, as presented.		
Summary Explanation & Background: During a recent audit of water accounts, it was determined that there were a small number of meters that were registering zero flows. Typically, in this situation, the Water Division will change the meter, repair the defective meter and place it back in inventory. There are circumstances that exist within the city where meters are located upon private property where the city does not have direct or legal access to accomplish a meter change. This typically occurs in older multi-family or commercial development. In these circumstances, the owner is notified of the issue and requested to rectify the problem. During the period of time that the meter is not functioning, the current code provides no provision for billing for water service. The attached ordinance addresses this issue by allowing the city to average bills based upon the previous three months' billing with a 10% factor to ensure the utility is recouping revenues while the repair is accomplished. The City Council requested clarifications regarding access to meters and more specificity regarding the three previous billing months. These additions are shown in double underline in the ordinance.		
Fiscal Impact: The fee structure adopted will fund the water and sewer operating and capital fund.		
Exhibits: 1. Ordinance 14__ Water Sewers and Sewage Disposal Meter Reading		
Commission/Board: City Council		
Contact Person: Jerry Gray 407-539-6201		
Reviewed by City Attorney Jacob Schumer		

MEETING DATE		AGENDA
January 23, 2023		Section: Consent Agenda
Department/Office : City Clerk	AGENDA REPORT	Item #: 1.
Subject: City Council Meeting Minutes of January 9, 2023		
Requested Action or Motion: Move to approve the City Council meeting minutes of January 9, 2023.		
Summary Explanation & Background:		
Fiscal Impact: N/A		
Exhibits: 1. CC Draft Minutes 1-9-2023		
Commission/Board: City Council		
Contact Person: Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
January 23, 2023		Section: Consent Agenda
Department/Office : City Clerk	AGENDA REPORT	Item #: 2.
Subject: Amending City Council Meeting Minutes of December 12, 2022 - Lake Advisory Board Appointment Term Dates		
Requested Action or Motion: Move to approve the amended City Council Meeting Minutes of December 12, 2022, Decision item 1. Lake Advisory Board appointment term dates.		
Summary Explanation & Background: Mayor Lowndes requested nominations for the second appointment to LAB, Councilmember Guthrie nominated Gregory Hardwick. The nomination received a second from Councilmember Wurtzel and a third from Councilmember Wilde. Mayor Lowndes declared Gregory Hardwick appointed to the Lakes Advisory Board to serve for a three-year term, beginning January 2023, and expiring December 2026 2025.		
Fiscal Impact: N/A		
Exhibits:		
Commission/Board: City Council		
Contact Person: Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
January 23, 2023		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 3.
Subject: Vermeer Chipper Purchase from Vermeer Southeast Sales & Service, Inc.		
Requested Action or Motion: Move to approve the purchase of a Vermeer chipper from Vermeer Southeast Sales & Service, Inc. utilizing the Florida Sheriff's Contract FSA20-EQU18.0 in the amount of \$54,740.90.		
Summary Explanation & Background: In November 2020, City Council adopted the Maitland Climate Change Mitigation and Sustainability Program (CCMSP). Resolution Section 3 of the CCMSP included the establishment of a comprehensive Urban Forestry program and Action 3.1 directed staff to "examine alternatives for expanding delivery of Urban Forestry services within the City" including the option of "hiring an urban forester, reallocating staff resources, staff training and continuing education". As a part of the FY 2022 Budget, the City Council approved the addition of an Urban Forester Crew Leader and an Urban Forester to begin implementation of a dedicated Urban Forestry Crew to maintain and improve the tree canopy throughout the City. The crew will be supplementing the current contracted services utilizing in-house resources, allowing for more control in response times and greater flexibility in pruning schedules. Now that the positions have been filled, the next step is to purchase the equipment needed to expand the services as envisioned. This equipment includes a bucket truck and a chipper for the crew. Funds were carried forward from the FY 2022 budget. Staff recommends approval to purchase a new Vermeer BC 1500 Trailer-mounted Brush Chipper from Vermeer Southeast Sales & Service, Inc. utilizing the Florida Sheriff's Contract FSA20-EQU18.0 for the amount of \$54,740.90. Funds are available in the Arbor and Beautification budget in line item 01270572-566405.		
Fiscal Impact: Funds are available in 01270572-566405		
Exhibits:		
Commission/Board: City Council		
Contact Person: Kimberley Tracy 407-539-6216		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
January 23, 2023		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 4.
Subject: Arbor Bucket Truck Purchase - TruckMax Inc.		
Requested Action or Motion: Move to approve the purchase of a 2023 Dodge 5500 4X4 with a 47' Duralift bucket from TruckMax Inc., in the amount of \$170,650.		
Summary Explanation & Background: In November 2020, City Council adopted the Maitland Climate Change Mitigation and Sustainability Program (CCMSP). Resolution Section 3 of the CCMSP included the establishment of a comprehensive Urban Forestry program and Action 3.1 directed staff to “examine alternatives for expanding delivery of Urban Forestry services within the City” including the option of “hiring an urban forester, reallocating staff resources, staff training and continuing education”. As a part of the FY 2022 Budget, the City Council approved the addition of an Urban Forester Crew Leader and an Urban Forester to begin implementation of a dedicated Urban Forestry Crew to maintain and improve the tree canopy throughout the City. The crew will be supplementing the current contracted services utilizing in-house resources, allowing for more control in response times and greater flexibility in pruning schedules. Now that the positions have been filled, the next step is to purchase the equipment needed to expand the services as envisioned, which includes a bucket truck and a chipper for the crew. Due to the volatile vehicle and equipment market, ordering from available cooperative purchasing contracts will result in waiting until the 2024 chassis goes into production as all of the 2023 models have been reserved. Since the truck would still need to be outfitted with the bucket lift after the chassis is delivered, the expected delivery date would be anticipated to be in late 2024 or early 2025. Given the timeframe to acquire the truck utilizing the typical purchasing methods, staff requested quotes on trucks available for delivery in the near future. Due to the demand for vehicles and equipment, especially specialized equipment such as an aerial bucket truck, issuing an invitation to bid for an available truck is not feasible in this market. The staff has found three trucks currently available that meet our needs, two of which are out of state. Of the comparable trucks that staff found that are currently available, Truckmax in Homestead, Florida has provided a quote for a 2023 Dodge 5500 4X4 Cummins diesel with a 47' Duralift bucket for the amount of \$170,650. This truck has an estimated delivery date of March 2023. Funds are available in the Arbor and Beautification budget in line item 01270572-566405. Staff evaluated and considered electric alternatives for this vehicle application and determined there were no heavy duty electric vehicles that could meet the required duty rating of an aerial bucket truck.		
Fiscal Impact: Funds are available in 01270572-566405		

Exhibits:
Commission/Board: City Council
Contact Person: Kimberley Tracy 407-539-6216
Reviewed by City Attorney N/A

MEETING DATE		AGENDA
January 23, 2023		Section: Decisions
Department/Office : City Clerk	AGENDA REPORT	Item #: 1.
Subject: Appointment - Sustainability Advisory Board		
Requested Action or Motion: Move to appoint three (3) residents to each serve a 3-year term on the Sustainability Advisory Board beginning February 2023.		
Summary Explanation & Background: There are currently three (3) vacancies on the board. Members of the Sustainability Advisory Board shall consist of five (5) residents of the City, preferably with demonstrated expertise, training, education, interest, or experience in fields related to sustainability and the practical application thereof, such as: physical, biological, or health sciences, engineering, environmental law, environmental education, corporate responsibility, environmental science, energy management, environmental health and safety, sustainability communications, green building, land use planning, water conservation, resiliency planning, or other related fields. After the initial appointments, a board member shall serve a three (3) year term and may be reappointed by city council for one successive term. Lisa Roberts was appointed by Council at the February 22, 2021, regular meeting to serve an initial two (2) year term. Ms. Roberts' initial appointment is expiring in February and she is not seeking reappointment. The following applicants as their: <u>First (1st) Choice</u> Amanda Kalantzis Rob Roy <u>Second (2nd) Choice</u> Doris Houck Attached are their completed Volunteer to Serve on a Board / Commission forms for your review and consideration. The City Council is requested to make three (3) resident member appointments to serve each a three (3) year term beginning February 2023 and ending January 2026.		
Fiscal Impact: TBD		
Exhibits: 1. A Kalantzis 1st Choice		

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| 2. R Roy 1st Choice
3. D Houck 2nd Choice |
| Commission/Board: City Council |
| Contact Person: Lori Hollingsworth 407-539-6219 |
| Reviewed by City Attorney
N/A |