



**City Council
February 13, 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. Presentation
 1. GFOA Certificate of Achievement for Excellence in Financial Reporting
- V. Old Business
- VI. Consent Agenda
 1. City Council Meeting Minutes of January 23, 2023
 2. Resolution - Loan from Florida State Revolving Fund WW480280
 3. Piggyback Contract for Asphalt Milling and Resurfacing Services - Hubbard Construction Company
 4. Piggyback Job Order Contracting (JOC) Master Agreement Extension - Johnson-Laux Construction, LLC
 5. Piggyback Contract for Concrete Flatwork and Asphalt Repair - W.T. Comp Inc.
 6. Disaster Financial Recovery Consultant Contract - Tidal Basin Government Consulting, LLC
 7. Emergency Sewer Repair at Lake Faith Condominiums - Carr & Collier Inc.
 8. Appointment - Councilmember to the Canvassing Board
- VII. Public Period
- VIII. City Manager's Report/City Attorney/Council Reports
- IX. 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
February 13, 2023		Section: Presentation
Department/Office : Administration	AGENDA REPORT	Item #: 1.
Subject: GFOA Certificate of Achievement for Excellence in Financial Reporting		
Requested Action or Motion: Presentation Only		
Summary Explanation & Background: The Government Finance Officers Association (GFOA) on February 2, 2023, presented the Award of Financial Reporting Achievement to the Finance Department for the 2021 Annual Comprehensive Financial Report (ACFR). This is the 34th consecutive year the Finance Department has received this award.		
Fiscal Impact: N/A		
Exhibits: 1. AFRA, Finance Department		
Commission/Board: City Council		
Contact Person: Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
February 13, 2023		Section: Consent Agenda
Department/Office : City Clerk	AGENDA REPORT	Item #: 1.
Subject: City Council Meeting Minutes of January 23, 2023		
Requested Action or Motion: Move to approve the City Council meeting minutes of January 23, 2023 as presented.		
Summary Explanation & Background:		
Fiscal Impact: N/A		
Exhibits: 1. CC Draft Minutes 1-23-2023		
Commission/Board: City Council		
Contact Person: Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
February 13, 2023		Section: Consent Agenda
Department/Office : Finance Department	AGENDA REPORT	Item #: 2.
Subject: Resolution - Loan from Florida State Revolving Fund WW480280		
Requested Action or Motion: Move to approve a resolution relating to the state revolving fund loan program; making findings; approving the form of, and, authorizing the execution and delivery of a loan agreement; designating authorized representatives; providing assurances; providing for conflicts, severability, and effective date.		
Summary Explanation & Background: The City passed a "Master Bond" resolution in August 2015, which provides the overall framework and legal obligations for the City to issue utility debt. Further, on April 8, 2019, the Council approved a resolution to issue additional utility debt and on August 22, 2022, Council approved applying for the State Revolving Fund loan to finance Phase 2-4, Dommerich Sewer of up to \$9,175,000 plus accrued interest. Now that the required documents have been provided to the State Department of Environmental Protection, they have sent the "Construction Loan Agreement" for execution of the loan for Phase 1. In the agreement, the estimated total amount listed is \$9,322,600; comprised of Principal Loan \$9,175,000 and estimated Capitalized Interest \$147,600 (interest that accrues as the City draws down funds to pay for construction) at 0.71% per annum and a grant allocation of 0.71%; for which we are requesting approval of an aggregate \$10,000,000; for any variances from the estimated loan. Debt issuance costs are calculated at 2% of the loan, presently \$183,500. FDEP is able to amend the loan provided the Council has already approved an adequate debt ceiling. Once the loan is completed, the project will be closed out and the State will make final calculations and provide necessary amendments, which will come back to the Council for the City to execute and the repayments will begin at that point. The State requires the City to pledge the net operating revenues of the Water and Waste Water system as surety for the loan, which includes maintaining rates sufficient to for net revenues in each Fiscal Year, sufficient to pay one hundred fifteen percent (115%) of the loan servicing requirements on the outstanding loan amount. The State also requires that, in the event the anticipated pledged revenues are insufficient to make the semiannual loan payments for such fiscal year, when due, the City will include in such budget other legally available non-ad valorem funds which will be sufficient, together with the utility pledged revenues to make the loan payments. The attached resolution was reviewed by the City's Bond Counsel (Bryant, Miller, and Olive) and the City Attorney.		
Fiscal Impact: Debt issuance costs of 2% (\$183,500) and annual Debt Service \$273,831.		
Exhibits: 1. Resolution Maitland - SRF Loan Agreement Dommerich Ph2-4 2. Maitland WW480280 - loan agreement		

Commission/Board: City Council
Contact Person: Jerry Gray 407-539-6201
Reviewed by City Attorney Rhonda Bond-Collins, Bond Counsel and Cliff Shepard, City Attorney

MEETING DATE		AGENDA
February 13, 2023		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 3.
Subject: Piggyback Contract for Asphalt Milling and Resurfacing Services - Hubbard Construction Company		
Requested Action or Motion: Move to authorize the Interim City Manager to execute an agreement with Hubbard Construction Company utilizing a piggyback contract from Orange County. Contract No. Y22-1054B Asphalt Milling and Resurfacing with Friction Course and Asphalt Berms as presented.		
Summary Explanation & Background: Funds are included in the FY23 Capital Improvements Program budget for citywide street paving and resurfacing needs. This annual program is designed to prioritize and provide treatment of streets based on the pavement condition rating (PCR) and to maintain the City's average PCR at an acceptable level. The pavement improvement plan is prioritized based upon staff's review of location, condition and contractor efficiency. The plan is also coordinated with all other infrastructure needs such as water, sewer, and storm water improvements. After research and review of putting out a RFP and available piggyback options with qualified contractors in the area, Public Works is proposing to contract with Hubbard Construction Company to provide milling and resurfacing on multiple streets throughout the City on a continuing service contract basis, utilizing Orange County Contract Y22-1054B, which is a one (1) year contract with an option to renew for two (2) additional one (1) year periods. The amount needed for these services will exceed the City Manager's threshold and therefore requires City Council approval. In addition to providing services to implement the Pavement Improvement Plan, the contract may also be needed to address unforeseen asphalt repairs, such as curbing, utilizing repair and maintenance operating funds. Staff recommends City Council authorize the Interim City Manager to contract with Hubbard Construction Company utilizing Orange County Contract Y22-1054B Asphalt Milling and Resurfacing with Friction Course and Asphalt Berms.		
Fiscal Impact: Funds are available in the amended FY 2023 CIP under project number PV001 and in Public Works operating budgets.		
Exhibits:		
Commission/Board: City Council		
Contact Person: Christopher Kennedy (407) 539-6217		
Reviewed by City Attorney Jacob Schumer		

MEETING DATE		AGENDA
February 13, 2023		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 4.
Subject: Piggyback Job Order Contracting (JOC) Master Agreement Extension - Johnson-Laux Construction, LLC		
Requested Action or Motion: Move to authorize the Interim City Manager to extend the Sourcewell contract FL-R5-GC07-111821-JLC with Johnson-Laux Construction, LLC. for Job Order Contracting (JOC) on multiple City projects as presented.		
Summary Explanation & Background: The Public Works Department has multiple projects across all divisions that require the services of a contractor. Over the past year, Public Works has been using Job Order Contracting (JOC) services to facilitate some of these projects. JOC allows the City to order work from the Construction Task Catalog (CTC) established by Sourcewell. The CTC is a comprehensive list of construction services with a pre-established rate schedule adjusted on an annual basis. All tasks assigned in the project scope must be performed per the CTC and the established cost reflected in the project proposal. Sourcewell, through a formal selection process, awarded a professional service agreement, contract FL-R5-GC07-111821-JLC, to Johnson-Laux Construction, LLC. as a contractor in their Indefinite Quantity Construction Contracting (IQCC) program. IQCC is a Job Order Contracting (JOC) service provided by Sourcewell using their publicly bid and selected construction management service provider Gordian Group through contract NO. 091620-GGI. Public Works has been using Johnson-Laux for general contracting services for the past year through JOC with prior City Council approval and has had successful results with their performance. In order for the City to continue to move forward with multiple projects, staff recently requested the addition of Ovation Construction as an available JOC contractor. To continue with the diversified work load, staff is requesting to maintain Johnson-Laux Construction, LLC. as an active JOC contractor for the duration of the contract term and available extensions which will end in December of 2024. Since the job orders performed under this contract are expected to exceed the Interim City Manager's threshold, City Council approval is required. Staff recommends City Council authorize the Interim City Manager to extend the use of contract FL-R5-GC07-111821-JLC with Johnson-Laux Construction, LLC. for Job Order Contracting (JOC) on multiple City projects through the term of the contract and any additional extensions. Funds to cover these services are budgeted annually within the Public Works Division Budgets.		
Fiscal Impact: Funds budgeted within the Public Works Division Budgets		
Exhibits:		
Commission/Board: City Council		

Contact Person: Christopher Kennedy (407) 539-6217
Reviewed by City Attorney N/A

MEETING DATE		AGENDA
February 13, 2023		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 5.
Subject: Piggyback Contract for Concrete Flatwork and Asphalt Repair - W.T. Comp Inc.		
Requested Action or Motion: Move to authorize the Interim City Manager to execute an agreement with W.T. Comp Inc. utilizing a piggyback off of Seminole County Contract IFB-603515-19/PJC for Curbs, Gutters, Sidewalks, Concrete and Asphalt Repair and Replacement as presented.		
Summary Explanation & Background: Each year, the Public Works Department has extensive repairs and improvements that need to be made to concrete curbs, gutters, sidewalks, and roadways. This work consists of both concrete flatwork and asphalt materials. Repair and improvement needs are prioritized based upon staff's review of location and condition. Repairs are also coordinated with all other infrastructure needs such as water, sewer, and storm water improvements. The city's roadways and sidewalks are in various states of condition and therefore require different methods of repair for various surfaces. After research and review of available piggyback options with qualified contractors in the area, Public Works is proposing to contract with W.T. Comp Inc. to perform services to repair and resurface multiple sidewalks and streets throughout the City on a continuing service contract basis, utilizing Seminole County Contract IFB-603515-19/PJC for Curbs, Gutters, Sidewalks, Concrete and Asphalt Repair and Replacement. This contract has a three (3) year initial term, with the option for two (2) one-year renewals. It is anticipated that the amount needed for these services will exceed the City Manager's threshold and therefore requires City Council approval. Staff recommends City Council authorize the Interim City Manager to contract with W.T. Comp Inc. utilizing a piggyback off Seminole County Contract IFB-603515-19/PJC for Curbs, Gutters, Sidewalks, Concrete and Asphalt Repair and Replacement.		
Fiscal Impact: Funds are available in the General Fund 01412541, Utilities Funds 41303533, 41351535, and Stormwater 32371537.		
Exhibits:		
Commission/Board: City Council		
Contact Person: Christopher Kennedy (407) 539-6217		
Reviewed by City Attorney Jacob Schumer		

MEETING DATE		AGENDA
February 13, 2023		Section: Consent Agenda
Department/Office : Fire/Rescue	AGENDA REPORT	Item #: 6.
Subject: Disaster Financial Recovery Consultant Contract - Tidal Basin Government Consulting, LLC		
Requested Action or Motion: Move to authorize the Interim City Manager to execute an agreement with Tidal Basin Government Consulting, LLC for Disaster Financial Recovery Consulting as presented.		
Summary Explanation & Background: The Fire Rescue Department issued a Request for Proposal (RFP) for a city-wide Disaster Financial Recovery Consultant on November 18, 2022, with a submittal deadline set for December 9, 2022. At the City Council meeting on January 9, 2023, Council approved the RFP ranking and contract award as recommended to Tidal Basin Government Consulting, LLC. Expenditures could exceed the City Manager's approval authority, but funds will be covered by reimbursable grant funding and City funding within the Fire Department Contracted Services budget. Staff recommends City Council authorize the Interim City Manager to execute a contract with Tidal Basin Government Consulting LLC for a term of three (3) years, with an option to renew for two (2) additional one (1) year periods.		
Fiscal Impact: To be determined based on the disaster recovery needs. Funds will be covered by reimbursable grant funding and funding from the Fire Department Contracted Services budget.		
Exhibits: 1. Disaster Recovery Consulting contract (Word). DDP 2.6.23 (2)		
Commission/Board: City Council		
Contact Person: Will Watts 407-644-6345		
Reviewed by City Attorney Jacob Schumer		

MEETING DATE		AGENDA
February 13, 2023		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 7.
Subject: Emergency Sewer Repair at Lake Faith Condominiums - Carr & Collier Inc.		
Requested Action or Motion: Move to approve emergency after-the-fact sewer repair \$78,028 to Carr & Collier Inc., at Lake Faith Condominiums.		
Summary Explanation & Background: After Hurricane Ian, several residents at the Lake Faith Condominiums reported sewer back-ups in their units. The Wastewater Division responded and found Lift Station 7A inundated with sand and sediment in the wet well. During the investigation to determine the cause, staff discovered a large depression and approximately 550 feet of sewer main plugged with sand and silt. Professional Piping Services was contracted to clear the sewer line and Carr & Collier responded on an emergency basis to excavate and repair the sanitary sewer main. A Purchase Order for Carr & Collier was opened for an estimated amount of \$40,000 based on the anticipated repair. After Carr & Collier began the repair, they experienced multiple issues due to the depth of the pipe (13' deep), the high ground water caused by the hurricane, limited access, and the distance of the repair from the shoreline of Lake Faith. Based on the additional needed equipment and the need to postpone some of the work due to Tropical Storm Nicole, the total cost of the emergency repair is \$78,028. This amount exceeds the Interim City Manager's purchasing threshold and therefore requires City Council approval. Staff recommends authorizing payment to Carr & Collier Inc., in the amount of \$78,028 for the emergency repair to the sewer main at Lake Faith Condominiums.		
Fiscal Impact: Funds are available in the Wastewater Repair and Maintenance Operating Budget.		
Exhibits:		
Commission/Board: City Council		
Contact Person: Karen McCullen		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
February 13, 2023		Section: Consent Agenda
Department/Office : City Clerk	AGENDA REPORT	Item #: 8.
Subject: Appointment - Councilmember to the Canvassing Board		
Requested Action or Motion: Move to appoint Council Member Guthrie as the City Council representative to the Canvassing Board.		
Summary Explanation & Background: Council member Wurtzel was appointed on January 9, 2023, to serve as the City Council representative on the 2023 Canvassing Board. Since her appointment, she has had a conflict arise and is unable to serve. Council member Wilde was appointed as the alternate and would prefer to remain as the alternate member. Serving on the Canvassing Board will require all members to be at the Supervisor of Elections Office on Tuesday, March 14, 2023, at 3 p.m. and Friday March 17, 2023, at 12 Noon. There will be one additional meeting on March 2, 2023, in the Council Chambers. Due to the fact that Council Member Guthrie garnered no opposition to Seat 2 he is eligible to serve on the Canvassing Board. Based upon the current situation, he has volunteered to act as the City Council representative on the Canvassing Board. Council is requested to appoint Council Member Guthrie to serve on the 2023 Canvassing Board.		
Fiscal Impact: TBD		
Exhibits:		
Commission/Board: Other		
Contact Person: Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney Jacob Schumer		