



**City Council
April 10, 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 National Library Week
- V. Public Hearing
 1. Ordinance Police Officer and Firefighters Pension
 2. Ordinance Zoning Map Amendment (AZS 2022-0001) 473 S. Keller Road
- VI. Old Business
- VII. Consent Agenda
 1. City Council Meeting Minutes of March 27, 2023
 2. Piggyback Contract Citywide Infrastructure Potable, Sanitary, Reclaimed, & Stormwater with Site Restoration - Cathcart Construction Company
 3. Piggyback Contract Utility Pump and Motor Repair - TAW Contract Orlando Service Center, Inc.
 4. Maitland Public Library Board of Trustees Bylaws
 5. Dommerich Hills Septic to Sewer Project Bid Award Phases 2-4
 6. City Manager Employment Agreement
- VIII. Public Period
- IX. Discussion
 1. Workforce Housing Incentives
- 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
April 10, 2023		Section: Presentations
Department/Office : City Clerk	AGENDA REPORT	Item #: 1.
Subject: Proclamation National Library Week		
Requested Action or Motion: Proclamation presented to Staci Larson, Director Maitland Library.		
Summary Explanation & Background: First sponsored in 1958, National Library Week is sponsored by the American Library Association (ALA) and observed in libraries across the country each April. National Library Week 2023, April 23-29, will be celebrated with the theme "There's More to the Story". Libraries are full of stories in a variety of formats, from picture books to large print, audiobooks to eBooks and more. Library programming brings communities together for education, entertainment and socialization.		
Fiscal Impact: TBD		
Exhibits: 1. National Library Week 2023 Proclamation 4-10-2023		
Commission/Board: City Council		
Contact Person: Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
April 10, 2023		Section: Public Hearing
Department/Office : Administration	AGENDA REPORT	Item #: 1.
Subject: Ordinance Police Officer and Firefighters Pension		
Requested Action or Motion: Move to adopt Ordinance No.1417, amending Chapter 2; Article IV, Division 4 Police and Firefighters as presented.		
Summary Explanation & Background: At the Maitland Police Officers and Firefighters Pension Board ("Board") meeting on December 14, 2022, the Board unanimously approved and directed the plan administrator to forward the no impact statement and proposed ordinance to the City Council for introduction at the March 27, 2023, City Council meeting. The ordinance will allow: 1. Employees who have opted in for the 20 and out of any age receive a refund for the additional amounts paid for that benefit to receive a refund of additional contributions paid if they later decide to opt out of the 20 and out; 2. Allow members, in the event of death prior to retirement, to make other beneficiary elections prior to their actual retirement 3. Change the age for IRS minimum distribution; and 4. Clarify the payout period for Share Plan distributions to start when they reach retirement age. There is no financial impact on the plan as per the attached statement from the actuary. The proposed ordinance was provided by the Board attorney and revised by the City attorney. The notice of public hearing was duly advertised in the Orlando Sentinel on March 31, 2023.		
Fiscal Impact: TBD		
Exhibits: 1. Actuary Impact Stmt 2. Ordinance 1417 Ordinance Police & Firefighters Pension		
Commission/Board: City Council		
Contact Person: Mark Reggentin 407-539-6220		
Reviewed by City Attorney Jacob Schumer		

MEETING DATE		AGENDA
April 10, 2023		Section: Public Hearing
Department/Office : Community Development	AGENDA REPORT	Item #: 2.
Subject: Ordinance Zoning Map Amendment (AZS 2022-0001) 473 S. Keller Road		
Requested Action or Motion: Move to adopt the Ordinance No.1418, amending the official zoning map (Case number AZS 2022-0001) from Planned Development (PD) to West Side New Market (WS-NM) located at 473 S. Keller Road based on the findings that the proposed rezoning meets all applicable requirements of the Land Development Code, as outlined in the February 1, 2023 DRC Recommendation Report.		
Summary Explanation & Background: An application has been filed by ERM-TLS, INC [Eli Melamed] to rezone the subject property located at 473 S. Keller Road from Planned Development (PD) to West Side New Market District (WS-NM). A description of the property and staff analysis of the rezoning request is contained in the attached Development Review Committee staff report, dated February 1, 2023, that addresses the application's compliance with the applicable review standards. On January 28, 2019, Council approved an application to rezone the subject property from R-1 (Single-family district) to Planned Development (PD) along with a PD concept plan, for the development of a six-story, 50-unit gated condominium community with associated parking and amenities. On November 20, 2019, the Development Review Committee (DRC) approved a site plan consistent with the PD concept plan. On April 25, 2022, the applicant received Council approval for a one-year extension of the site plan to allow the applicant time to file Site Construction and other associated building permits. In late 2022, the applicant contacted staff expressing a desire to increase the number of units of the approved project, citing that the approved PD was no longer feasible due to a variety of factors such as material and labor costs, inflation, et cetera. After exploring his options, the applicant elected to request a rezoning from PD to WS-NM. The WS-NM district is consistent with adjacent properties and, per the LDC, is intended to provide sufficient flexibility to adapt to future market demands. Applications for site-specific zone district map amendments require a quasi-judicial public hearing, held in accordance with Sec. 2.4.7, Public Hearing Procedures of the Land Development Code. The City Council may consider all testimony and evidence it deems competent and substantial to the application, and may exclude testimony or evidence it determines to be irrelevant, immaterial, incompetent, unreliable or unduly repetitious. The Council's review and decision is based on whether the application meets all applicable requirements of the Land Development Code, based on the entirety of the record before the decision-making body. February 1, 2023: The Development Review Committee (DRC) voted unanimously to recommend approval of the application. March 2, 2023: The Planning and Zoning Commission (P&Z) voted unanimously to recommend approval of the application.		

March 27, 2023: The City Council introduced the ordinance to implement the application. Staff recommends Council adopt Ordinance No.1418, amending the official zoning map (Case number AZS 2022-0001) from Planned Development (PD) to West Side New Market (WS-NM) located at 473 S. Keller Road based on the findings that the proposed rezoning meets all applicable requirements of the Land Development Code, as outlined in the February 1, 2023 DRC Recommendation Report.

The notice of public hearing was duly advertised in the Orlando Sentinel on March 31, 2023.

Fiscal Impact:

TBD

Exhibits:

1. Ordinance 1418 Ordinance Zoning Map Amendment 473 Keller Rd
2. Appendix A-Petition # Azs(2022)- 0001- 473 Keller Road

Commission/Board: City Council

Contact Person: Dan Matthys 407-539-6211

Reviewed by City Attorney
D. Andrew Smith, III

MEETING DATE		AGENDA
April 10, 2023		Section: Consent Agenda
Department/Office : City Clerk	AGENDA REPORT	Item #: 1.
Subject: City Council Meeting Minutes of March 27, 2023		
Requested Action or Motion: Move to approve the City Council meeting minutes of March 27, 2023.		
Summary Explanation & Background:		
Fiscal Impact: N/A		
Exhibits: 1. CC Draft Minutes 3-27-2023		
Commission/Board: City Council		
Contact Person: Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney No		

MEETING DATE		AGENDA
April 10, 2023		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 2.
Subject: Piggyback Contract Citywide Infrastructure Potable, Sanitary, Reclaimed, & Stormwater with Site Restoration - Cathcart Construction Company		
Requested Action or Motion: Move to authorize the Interim City Manager to execute a piggyback contract with Cathcart Construction Company - Florida, LLC for Citywide Infrastructure Potable, Sanitary, Reclaimed, & Stormwater with Site Restoration as presented.		
Summary Explanation & Background: Each year, Public Works budgets funds for infrastructure repairs and new utility service installations that are too large or complicated for City staff and require a contractor to perform the work. After research and review of available piggyback options with qualified contractors in the area, Public Works is proposing to contract with Cathcart Construction Company - Florida, LLC to perform infrastructure construction/repair and site restoration within the City on a continuing service contract basis, utilizing the City of Altamonte Springs Contract AB23009A/B for Citywide Infrastructure Potable, Sanitary, Reclaimed, & Stormwater with Site Restoration for a term of one (1) year, with potential two (2) renewals of two (2) year periods each. 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 execute a piggyback contract with Cathcart Construction Company utilizing the City of Altamonte Springs contract AB23009A/B for Citywide Infrastructure Potable, Sanitary, Reclaimed, & Stormwater with Site Restoration for one (1) year, and the potential subsequent renewals. Funds to cover these services are budgeted annually within the Public Works Division Budgets.		
Fiscal Impact: Funds budgeted within the Public Works Streets, Stormwater, Water, and Wastewater Division Budgets		
Exhibits:		
Commission/Board: City Council		
Contact Person: Christopher Kennedy (407) 539-6217		
Reviewed by City Attorney Jacob Schumer		

MEETING DATE		AGENDA
April 10, 2023		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 3.
Subject: Piggyback Contract Utility Pump and Motor Repair - TAW Contract Orlando Service Center, Inc.		
Requested Action or Motion: Move to authorize the Interim City Manager to execute a piggyback contract with TAW Orlando Service Center, Inc. for Utility Pump and Motor Repairs as presented.		
Summary Explanation & Background: Each year, Public Works budgets funds for pump and motor maintenance and repairs for both the water and wastewater systems. After research and review of available piggyback options with qualified contractors in the area, Public Works is proposing to contract with TAW Orlando Service Center, Inc. to perform utility pump and motor repairs utilizing New Smyrna Beach Utilities Contract RFP 22-22 for Citywide for a term of one (1) year, with potential three (3) renewals of one (1) year periods each. 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 execute a piggyback contract with TAW Orlando Service Center, Inc. Funds to cover these services are budgeted annually within the Public Works Stormwater, Water, and Wastewater Divisions Budgets.		
Fiscal Impact: Funds budgeted within the Public Works Utility Funds for Stormwater, Water, and Wastewater Divisions Budgets		
Exhibits:		
Commission/Board: City Council		
Contact Person: Karen McCullen		
Reviewed by City Attorney Jacob Schumer		

MEETING DATE		AGENDA
April 10, 2023		Section: Consent Agenda
Department/Office : City Clerk	AGENDA REPORT	Item #: 4.
Subject: Maitland Public Library Board of Trustees Bylaws		
Requested Action or Motion: Move to approve the Maitland Public Library By-Laws as presented.		
Summary Explanation & Background: In 1972 the city entered into a Transfer and Lease Agreement for the Maitland Public Library (attached). Paragraph 10 of the 1972 Transfer and Lease Agreement states: "The LIBRARY agrees that its By-Laws and Charter as now constituted will not be changed without the prior approval by the City Council of the CITY of the proposed changes of either Charter or By-Laws." The clause was recently discovered by Stacie Larson, Director of the Maitland Public Library. A search of city records has indicated that there have been no past actions by the City Council to take any action on the Library Board by-laws. The Board most recently updated their bylaws on December 14, 2022. In order to bring the by-laws into compliance, the City Council is requested to approve the by-laws as submitted. In the future, changes to the by-laws will be presented to the City Council prior to consideration by the Library Board.		
Fiscal Impact: N/A		
Exhibits: 1. MPL By-Laws 2022 2. Transfer Agreement and Lease-Maitland Public Library 05081972		
Commission/Board: City Council		
Contact Person: Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA																								
April 10, 2023		Section: Consent Agenda																								
Department/Office : Public Works	AGENDA REPORT	Item #: 5.																								
Subject: Dommerich Hills Septic to Sewer Project Bid Award Phases 2-4																										
Requested Action or Motion: Move to authorize the Interim City Manager to execute the contracts for Dommerich Hills Sanitary Sewer Extension, Phases 2-4 including Alternate 2, with R. P. Utility & Excavation Corp. in the total amount of \$11,348,886; and authorizing a contingency in the amount of \$1,174,025 for field directives, as well as the Construction Engineering and Inspection (CEI) Services contract with Neel-Schaffer Inc. in an amount not to exceed \$1,012,089 for a total project cost of \$13,535,000.																										
Summary Explanation & Background: The City of Maitland has committed to providing sanitary sewer services to the Dommerich Hills area of the City. The overall project was originally divided into four phases, with Phase 1 inclusive of the relocation of Lift Station 1. Phase 1 is currently in the close-out stage and is expected to be issued final completion in the next 30-60 days. Phases 2-4 of the project were combined into one bid document to be issued this fiscal year. At the request of South Seminole North Orange County Wastewater Transmission Authority (SSNOCWTA), Alternate 1 was added to the bid to allow SSNOCWTA to enter into a separate contract with the city's successful bidder to replace a section of their forcemain, which is located within the project limits of the city's project. The bid also included Bid Alternate 2, which included neighborhood sidewalks that were designed within the project but are not needed for connectivity at this time. The City issued a Request for Bid ITB 23-351-001 on February 5, 2023 and held the bid opening on March 29, 2023. Six bids were received with the following results:																										
<table><tr><td>Contractor</td><td>Base Bid Price</td><td>Bid Alternate 1</td><td>Bid Alternate 2</td></tr><tr><td>Carr & Collier, Inc.</td><td>\$14,143,700.00</td><td>\$472,840.00</td><td>\$562,100.00</td></tr><tr><td>Cathcart Construction Company</td><td>\$12,769,941.00</td><td>\$237,994.00</td><td>\$429,054.00</td></tr><tr><td>Masci General Contractor, Inc.</td><td>\$14,743,980.25</td><td>\$623,100.33</td><td>\$892,472.00</td></tr><tr><td>Prime Construction Group, Inc.</td><td>\$12,934,000.00</td><td>\$231,871.00</td><td>\$482,060.00</td></tr><tr><td>R.P. Utility & Excavation Corp.</td><td>\$11,348,886.00</td><td>\$392,589.00</td><td>\$390,083.00</td></tr></table>			Contractor	Base Bid Price	Bid Alternate 1	Bid Alternate 2	Carr & Collier, Inc.	\$14,143,700.00	\$472,840.00	\$562,100.00	Cathcart Construction Company	\$12,769,941.00	\$237,994.00	\$429,054.00	Masci General Contractor, Inc.	\$14,743,980.25	\$623,100.33	\$892,472.00	Prime Construction Group, Inc.	\$12,934,000.00	\$231,871.00	\$482,060.00	R.P. Utility & Excavation Corp.	\$11,348,886.00	\$392,589.00	\$390,083.00
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R.P. Utility & Excavation Corp.	\$11,348,886.00	\$392,589.00	\$390,083.00																							
On August 22, 2022, City Council authorized a loan from the Florida State Revolving Loan program for the purpose of financing the Dommerich Hills Septic to Sewer Project, Phase 2-4 and approved the execution and delivery of note not to exceed \$9,175,000 plus capitalized interest. In addition to the SRF Loan, the City was also awarded a grant from the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) in the amount of \$3,700,000, which requires a 50% match, for which loan proceeds may be used (Council approved on 12/13/2021).																										

The base bid includes sidewalk and traffic calming measures that are not eligible for SRF funding and will need to be funded through the General Fund. R.P. Utility & Excavation Corp's bid for this portion of the project is \$1,571,219. This does not include sidewalks on the streets between Thunder and Kewanee Trails as well as Lightning and Ponca Trails, south of Tuscorora Trail (see attached map) . The Bicycle/Pedestrian Master Plan states that the priority for sidewalk construction is to construct new sidewalks so that residents can be within one block of a new or existing sidewalk. The new sidewalk on Kewanee and Thunder Trails will meet this requirement for the east-west streets connecting these two north-south streets. The sidewalk on Tuscorora Trail meets this requirement for Ponca and Lightning Trails. Based upon the bid, an additional \$390,083.00 would be needed for construction of the additional sidewalks in this area. If the Council would like these included, funds must be allocated from fund balance to make up the shortfall.

The CEI contract is based on approval received on April 26, 2021, when City Council approved the ranking of the firms as recommended by staff, and authorized the City Manager to negotiate a contract for Construction Engineering Inspection (CEI) Services for the construction of Lift Station 1 and the Dommerich Hills Sanitary Sewer Installation project with the top ranked firm, Neel-Schaffer, Inc. On June 14, 2021, City Council approved a master agreement with Neel-Schaffer for CEI services for the entire Lift Station 1 and Dommerich Hills Septic to Sewer project. The scope of services for Phases 2-4, is an hourly, not to exceed (NTE) contract that will include public involvement, project administration, materials testing, inspections, technical assistance and documentation as required for the SRF Loan. The NTE limits for each category was estimated based on the complexity of the project and a project time of 18 months.

The current available project budget is \$7,199,732 in WW104 Dommerich Hills Sewer, Phases 2-4; the additional funds needed are available from Loan and Grant proceeds. Finance will execute a budget transfer increasing the project budget and funding accordingly for a total Utility project cost of \$11,933,177. The current Dommerich project sidewalk budget is \$678,789 in CIP Project BS705 Dommerich Capital Improvements. Council also approved the carryforward of \$912,200 in BS001, and there are savings from the Sandspur Trail project (\$10,834) which will be transferred to the Dommerich BS705 project for a total sidewalk budget of \$1,601,823.

Staff recommends awarding the Dommerich Hills Septic-to-Sewer, Phases 2-4 Project to R. P. Utility & Excavation Corp. in the total amount of \$11,348,886; authorizing a contingency in the amount of \$1,174,025 for field directives for a construction cost of \$12,522,911; and CEI of \$1,012,089 for total project cost of \$13,535,000.

Fiscal Impact:

Funds available in 413515535-566300 (Project # WW104) and in General Fund 01412541-566300 BS705 for new sidewalk installation.

Exhibits:

1. Dommerich 2-4 Itemized Bid Tabulation
2. Dommerich Hills 2-4 Sidewalk Index Map

Commission/Board: City Council

Contact Person: Kimberley Tracy 407-539-6216

Reviewed by City Attorney
Jacob Schumer

MEETING DATE		AGENDA
April 10, 2023		Section: Consent Agenda
Department/Office : City Clerk	AGENDA REPORT	Item #: 6.
Subject: City Manager Employment Agreement		
Requested Action or Motion: Move to authorize the Mayor to execute the City Manager Employment Agreement between the City of Maitland City Council and Interim City Manager Mark Reggentin as presented.		
Summary Explanation & Background: At the Special Called City Council Meeting held on November 1, 2022, City Council voted unanimously to appoint Interim City Manager Mark Reggentin to the position of City Manager and authorized City Attorney Shepard to prepare and facilitate negotiations. The employment agreement is attached for Council approval.		
Fiscal Impact: The City Manager Position is a budgeted position.		
Exhibits: 1. 4-3-23 Reggentin Employment Agreement		
Commission/Board: City Council		
Contact Person: Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney Cliff Shepard		

MEETING DATE		AGENDA
April 10, 2023		Section: Discussion
Department/Office : City Clerk	AGENDA REPORT	Item #: 1.
Subject: Workforce Housing Incentives		
Requested Action or Motion: None.		
Summary Explanation & Background: Councilmember Guthrie requested that an agenda item to discuss workforce housing incentives be placed on this agenda.		
Fiscal Impact: N/A		
Exhibits:		
Commission/Board: City Council		
Contact Person: Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		