



**City Council
April 24, 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. Inauguration Ceremony
 1. Moment of Silence
 2. Presentation of Colors
 3. Pledge of Allegiance
 4. Posting of Colors
 5. Oath of Office - Seat #2 Re-Elected Councilmember Vance Guthrie and Seat #4 Re-Elected Councilmember Lindsay Hall Harrison
- III. Presentations
 1. Proclamation Arbor Day
- IV. Old Business
- V. Consent Agenda
 1. City Council Meeting Minutes of April 10, 2023
 2. Piggyback Contract Professional Hydrogeological and Well Services - Thompson Well & Pump, Inc.
 3. Building Professional Services Agreement 2nd Amendment - M.T. Causley, LLC - a Safebuilt Company
 4. Police Vehicle Replacement Purchase - Alan Jay Fleet Sales
 5. Community Park Boardwalk Rehabilitation Construction Services
- VI. Public Period
- VII. Decisions
 1. Select a Vice Mayor
- 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
April 24, 2023		Section: Presentations
Department/Office : City Clerk	AGENDA REPORT	Item #: 1.
Subject: Proclamation Arbor Day		
Requested Action or Motion: Present Arbor Day Proclamation to Chris Kennedy, Assistant Public Works Director		
Summary Explanation & Background: On April 10, 1872, Nebraska City, NE, celebrated the first Arbor Day and prizes were offered to counties and individuals for the largest number of properly planted trees on that day. It was estimated that more than 1 million trees were planted in Nebraska on the first Arbor Day. While most holidays celebrate something that has already happened and is worth remembering, Arbor Day represents a hope for the future. The simple act of planting a tree represents a belief that the tree will grow to provide us with clean air and water, cooling shade, habitat for wildlife, healthier communities and endless natural beauty - all for a better tomorrow.		
Fiscal Impact: N/A		
Exhibits: 1. Proclamation - Arbor Day 2023		
Commission/Board: City Council		
Contact Person: Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
April 24, 2023		Section: Consent Agenda
Department/Office : City Clerk	AGENDA REPORT	Item #: 1.
Subject: City Council Meeting Minutes of April 10, 2023		
Requested Action or Motion: Approve the City Council Meeting Minutes of April 10, 2023.		
Summary Explanation & Background:		
Fiscal Impact:		
Exhibits: 1. CC Draft Minutes 4-10-2023		
Commission/Board: City Council		
Contact Person:		
Reviewed by City Attorney		

MEETING DATE		AGENDA
April 24, 2023		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 2.
Subject: Piggyback Contract Professional Hydrogeological and Well Services - Thompson Well & Pump, Inc.		
Requested Action or Motion: Move to authorize City Manager Reggentin to execute a piggyback contract with Thompson Well & Pump, Inc., for Professional Hydrogeological and Well Services, utilizing the Volusia County contract RSQ 21-SQ-21SR.		
Summary Explanation & Background: The City has six potable water wells from 400 to 1,100 feet in depth. Each of these well pumps should be inspected and re-conditioned every 5 years to keep the equipment in optimal condition. After research and review of available piggyback options with qualified contractors in the area, Public Works is proposing to contract with Thompson Well & Pump, Inc. to perform professional hydrogeological and well services for the City's water treatment plants on a continuing service contract basis, utilizing the Volusia County Contract RSQ No. 21-SQ-21SR for a term of three (3) years, with potential two (2) 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 City Manager to execute a piggyback contract with Thompson Well & Pump, Inc. Funds to cover these services are budgeted annually within the Public Works Water Division Budgets.		
Fiscal Impact: Funds budgeted within the Utilities Fund Water Division Budgets		
Exhibits:		
Commission/Board: City Council		
Contact Person: Karen McCullen		
Reviewed by City Attorney Jacob Schumer		

MEETING DATE		AGENDA
April 24, 2023		Section: Consent Agenda
Department/Office : Community Development	AGENDA REPORT	Item #: 3.
Subject: Building Professional Services Agreement 2nd Amendment - M.T. Causley, LLC - a Safebuilt Company		
Requested Action or Motion: Authorize the City Manager to execute the 2nd Amendment (and all future amendments) to the Agreement for Professional Building Services with M.T. Causley amending the hourly rates for certain services consistent with our existing piggyback contract with the City of Astatula.		
Summary Explanation & Background: On October 11, 2021, Council authorized the City Manager to execute a piggyback contract with M.T. Causley, LLC - a Safebuilt Company for building code plans review and inspection services consistent with the Town of Astatula and M.T. Causley, LLC - A Safebuilt Company Agreement. The agreement was fully executed on October 26, 2021 for a period of one year and subsequently automatically renewed for periods of one (1) year. On May 17, 2022, the City executed the First Amendment to the Agreement to include permit technician services. On January 9, 2023, Council authorized the Interim City Manager to approve expenditures exceeding \$50,000 per year for the duration of the active piggyback contract for building services with M.T. Causley, LLC - a Safebuilt Company. On January 27, 2023, the Town of Astatula's Agreement was amended to increase the hourly rates of some building services based on the Consumer Price Index. Shortly thereafter, representatives from M.T. Causley, LLC contacted the City with a request to amend our Agreement consistent with the Town of Astatula Agreement.		
Staff Recommendation Staff recommends Council authorize the Interim City Manager to execute the 2nd Amendment (and all future amendments) to the Agreement for Professional Building Services with M.T. Causley amending the hourly rates for certain services consistent with our existing piggyback contract with the City of Astatula.		
Fiscal Impact: Funding is available under budget line item 01240524-533400		
Exhibits: 1. Safebuilt 2nd Amendment		
Commission/Board: City Council		
Contact Person: Dan Matthys 407-539-6211		
Reviewed by City Attorney n/a		

MEETING DATE		AGENDA
April 24, 2023		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 4.
Subject: Police Vehicle Replacement Purchase - Alan Jay Fleet Sales		
Requested Action or Motion: Move to authorize the purchase of two (2) police package vehicles for a total of \$110,756 from Alan Jay Fleet Sales.		
Summary Explanation & Background: The City was notified that two vehicles are currently available on the lot for immediate delivery. One vehicle #368, is an unscheduled replacement due to an accident and the second vehicle #353 would be an early replacement for one of the five vehicles scheduled for replacement in FY 2024. The City has insurance recoveries from the accident for the undepreciated portion and the balance of the non-recovered amount will come from vehicle replacement FB Designation. Given the current supply chain issues and short ordering windows for Police rated vehicles, we are recommending purchasing one of the (5) FY 2024 vehicle replacements now. When considering the replacement of vehicles, the age and condition of the vehicle is evaluated. The vehicle being replaced has spent 7 years in front line service and an additional 2-3 years as a backup vehicle in the police pool fleet for situations when vehicles are in repair or out of service. The two units will be a Chevrolet Police Package Tahoe that will be purchased from Alan Jay Fleet Sales via Sourcewell contract 2023 091521-NAF & 060920-NAF for a total of \$110,756. Staff evaluated the hybrid vehicles in the selection process, including consideration of the relatively new technology available, the additional costs of the hybrid relative to the overall maintenance track record on the Ford Explorer vehicles. The justification and evaluation is attached for vehicles. It should be noted that 2 Ford Explorer hybrids have been acquired by the Police Department and they have had numerous issues. Even though they have been covered by warranty, vehicles being down creates logistical issues for the department. Staff recommends purchasing two (2) police rated 2023 Chevy Tahoes for a total of \$110,756 from Alan Jay Fleet Sales.		
Fiscal Impact: \$110,756 From insurance proceeds and replacement vehicle FB designation.		
Exhibits:		
Commission/Board: City Council		
Contact Person: David Manuel 407-539-6243		

Reviewed by City Attorney
N/A

MEETING DATE		AGENDA
April 24, 2023		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 5.
Subject: Community Park Boardwalk Rehabilitation Construction Services		
Requested Action or Motion: Move to approve City Manager execute contract amendment with DRMP for Construction Engineering and Inspection Services for the Community Park Boardwalk Rehabilitation Project.		
Summary Explanation & Background: As part of the city's continuing efforts to expand and improve the 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. City Council approved the design contract with DRMP on January 25, 2021. The plans are complete and ready to bid. DRMP has provided a scope of services amendment to the contract to add bidding and post-design services in a not to exceed amount of \$62,140. Staff recommends approving the City Manager to execute a contract amendment with DRMP for Construction Engineering and Inspection Services for the Community Park Boardwalk Rehabilitation Project in the amount of \$62,140.		
Fiscal Impact: Funds are available in capital project # BS001; account number 01412541 566300		
Exhibits:		
Commission/Board: City Council		
Contact Person: Kimberley Tracy 407-539-6216		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
April 24, 2023		Section: Decisions
Department/Office : City Clerk	AGENDA REPORT	Item #: 1.
Subject: Select a Vice Mayor		
Requested Action or Motion: Council to select a Vice Mayor		
Summary Explanation & Background: Per the City Charter, Sec. 2.03 - Mayor. The Council shall select from among its members a Vice Mayor who shall act as Mayor during the absence or disability of the Mayor. The council shall select a member to serve as Vice Mayor. Generally, the selection of Vice Mayor has been rotated among Councilmembers. Past Vice Mayors are shown below. 2022 Councilmember Hall Harrison 2021 Councilmember Wilde 2020 Councilmember Wilde 2019 Councilmember Lowndes 2018 Councilmember Thomas		
Fiscal Impact: N/A		
Exhibits:		
Commission/Board: City Council		
Contact Person: Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		