



**City Council  
Approved Minutes  
May 8, 2023  
Council Chambers  
6:30 PM**



**I. CALL TO ORDER**

**Present:** 4 - Councilmember Lori Wurtzel, Vice Mayor Vance Guthrie, Councilmember Michael Wilde, Mayor John Lowndes

**Absent:** 1 - Councilmember Lindsay Hall Harrison

Vice Mayor Guthrie called the May 8, 2023, meeting to order at 6:33 pm. Staff in attendance: City Manager Reggentin, City Clerk Hollingsworth, City Attorney Shepard, Parks and Recreation Director Conn, Finance Director Gray, Public Works Director Tracy, Fire Chief Morton, Police Chief Manuel, Community Development Director Matthys, Records Management Specialist Eichner, and Public Information Officer Sargent.

*Mayor Lowndes arrived at 6:37 p.m.*

**II. MOMENT OF SILENCE**

Vice Mayor Guthrie offered a moment of silence.

**III. PLEDGE OF ALLEGIANCE**

Vice Mayor Guthrie led the Pledge of Allegiance.

**IV. PRESENTATIONS**

**1. PROCLAMATION FOR PUBLIC WORKS WEEK**

Vice Mayor Guthrie, on behalf of the City Council, read aloud and presented Kim Tracy, Director of Public Works, with a Proclamation proclaiming the week of May 21-27, 2023, National Public Works Week.

Kim Tracy, Director of Public Works, graciously accepted and expressed gratitude to the City Council for the recognition and support.

**V. OLD BUSINESS**

There were none.

**VI. CONSENT AGENDA**

Mayor Lowndes opened the public comment period for Consent items #2 through #6.

Dale McDonald, 108 Tangelo Court, spoke regarding the public input process for item #3 Library Architectural Design Contract .

There being no one else who wished to speak, Mayor Lowndes closed the public comment period.

A motion was made to approve the Consent agenda as presented.

|                  |                                                                 |
|------------------|-----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>Approve</b>                                                  |
| <b>MOVER:</b>    | <b>Councilmember Lori Wurtzel</b>                               |
| <b>SECONDER:</b> | <b>Vice Mayor Vance Guthrie</b>                                 |
| <b>AYES:</b>     | <b>Lori Wurtzel, Vance Guthrie, Michael Wilde, John Lowndes</b> |
| <b>NAYS:</b>     | <b>None</b>                                                     |

**1. CITY COUNCIL MEETING MINUTES OF APRIL 24, 2023**

Approve the City Council Meeting Minutes of April 24, 2023.

**2. ACCEPTANCE OF SUMMIT CENTRE WAY ROADWAY EXTENSION AND INFRASTRUCTURE IMPROVEMENTS**

Authorize the acceptance of the Bill of Sale from Maitland West Property Owners Association, Inc, for the Summit Centre Way roadway extension and the associated infrastructure improvements.

**3. LIBRARY ARCHITECTUAL DESIGN CONTRACT**

Authorize the City Manager to execute a contract with HBM Architects for Phase I of the Maitland Library Design for the amount of \$218,964.

**4. RESOLUTION NO. 4-2023 HISTORICAL PRESERVATION GRANT - ART & HISTORY MUSEUMS OF MAITLAND**

Approve Resolution No. 4-2023 Historical Preservation Grant matching funds in the amount of \$250,000 for the Art & History Museums of Maitland as presented.

**5. PIERCE FIRE ENGINE REPLACEMENT PURCHASE - TEN-8 FIRE & SAFETY, LLC.**

Approve the City Manager to purchase a Pierce Fire Engine from Ten-8 Fire & Safety, LLC., utilizing the National Purchasing Partners Government Cooperative Purchasing Program contract in the amount of \$809,090.

**6. MID-YEAR PAY ADJUSTMENTS**

Approve a mid-year pay adjustment of 6% across the board in recognition of the current economic conditions and to show the people who make this city function that they are appreciated.

**VII. PUBLIC PERIOD**

Mayor Lowndes opened the public comment period.

Barry Kalmanson, 500 N. Maitland Avenue #305, stated the re-opening of the boat ramp at Ft. Maitland hasn't gone unnoticed as the trash has increased and suggested an ordinance to ban all cans along with plastic/glass bottles be considered on our lakes.

There being no one else who wished to speak, Mayor Lowndes closed the public comment period.

## **VIII. DECISIONS**

### **1. GEM LAKE WATER DISTRICT FINAL SUBDIVISION PLAT - PETITION NO. 2022-01 (SUB)**

Gem Lake Apts. LTD., the applicant, is requesting a subdivision of property required as part of City Ordinance 1387 approved on November 23, 2020, which established the Gem Lake Water District Planned Development (PD). A condition of approval listed in Exhibit A, of Ord.1387, stated a final subdivision plat for the Gem Lake Water District PD shall be accomplished prior to the certificate of completion of Phase 1 of the project. Phase 1 of the Gem Lake PD includes a multifamily development and private roadway, currently under construction. Other conditions of approval of PD Ord. 1387, detailed easements to be included as part of this final plat or recorded as separate instruments. These easements and instruments are included with the Gem Lake Water District Final Plat submittal.

The subdivision is comprised of 18 lots, with private facilities, dedicated easements (i.e., bike path easement to connect to Monore Avenue and amended utility easement allowing access for bike path maintenance) as well as a bike/multi-use path deeded to the City. The land subdivision process is detailed in Section 2.5.2(b) Subdivision of the Land Development Code (LDC) and states that the Development Review Committee (DRC) shall review the application, determine whether the application has complied with the Final Subdivision Plat review standards, and recommend action on the application, including any recommended modifications or conditions of approval. The DRC review concluded that all necessary notes, easements and separate instruments have been included with the submitted Gem Lake Water District Final Plat.

On March 3, 2022, the Planning and Zoning (P&Z) Commission held a public hearing regarding the proposed final subdivision plat and voted to find the plat consistent with code requirements and the PD and to forward the final plat to the City Council with a recommendation of approval. The P&Z Commission also submitted comments to DRC for review, prior to forwarding it to the City Council.

On April 19, 2023, the DRC found the plat consistent with code requirements and the PD and forwarded the final plat approval of the Gem Lake Water District Final Subdivision Plat to the P&Z Commission for review.

Staff recommends Council approve the Gem Lake Water District Final Subdivision Plat and accept the associated easements and multi-use/bike path deed to the City.

A brief discussion ensued.

Mayor Lowndes opened the public comment period.

Dan Bellows, representing the Gem Lake Water District and Gem Lake Apartments, briefly discussed the property and improvements.

There being no one else who wished to speak, Mayor Lowndes closed the public comment.

A motion was made to approve the Gem Lake Water District Final Subdivision Plat and accept the associated easements and multi-use/bike path deed to the City.

|                  |                                                                 |
|------------------|-----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>Approve</b>                                                  |
| <b>MOVER:</b>    | <b>Councilmember Michael Wilde</b>                              |
| <b>SECONDER:</b> | <b>Vice Mayor Vance Guthrie</b>                                 |
| <b>AYES:</b>     | <b>Lori Wurtzel, Vance Guthrie, Michael Wilde, John Lowndes</b> |
| <b>NAYS:</b>     | <b>None</b>                                                     |

**2. TRANSPORTATION ADVISORY BOARD APPOINTMENT**

City Clerk Hollingsworth stated the initial term of Corey Knight will expire May 2023. In accordance with the Transportation Advisory Board (TAB) constitution, a member may be reappointed by the City Council for one successive term. Mr. Knight desires to and is eligible to be reappointed.

Mayor Lowndes requested nominations. Councilmember Wilde nominated Corey Knight. The nomination received a second from Councilmember Guthrie and a third from Councilmember Wurtzel. Mayor Lowndes declared Corey Knight duly appointed to serve on the Transportation Advisory Board (TAB) for a 2nd 3-year term, beginning May 2023 and expiring May 2026.

**3. MAY 22 CITY COUNCIL MEETING**

City Clerk Hollingsworth stated the Rules of Procedures, adopted on February 27, 2023, require City Council action to cancel or reschedule a meeting. Due to scheduling conflicts, three council members are unavailable for the May 22, 2023, scheduled meeting.

Mayor Lowndes opened the Public Period.

There being no one who wished to speak, Mayor Lowndes closed the Public Period.

A motion was made to cancel the May 22, 2023, City Council regular meeting.

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|------------------|-----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>Approve</b>                                                  |
| <b>MOVER:</b>    | <b>Vice Mayor Vance Guthrie</b>                                 |
| <b>SECONDER:</b> | <b>Councilmember Michael Wilde</b>                              |
| <b>AYES:</b>     | <b>Lori Wurtzel, Vance Guthrie, Michael Wilde, John Lowndes</b> |
| <b>NAYS:</b>     | <b>None</b>                                                     |

## **IX. DISCUSSION**

### **1. URBAN LAND INSTITUTE (ULI) PUBLIC OFFICIALS WORKSHOP**

Councilmember Guthrie proposed an Urban Land Institute (ULI) public official workshop.

Potential Workshop Details:

Date: TBD

Hours: 8:30 a.m. - 4:00 p.m.

Location: Maitland City Hall Council Chambers

Cost: \$6,000 - \$10,000

A brief discussion ensued.

The consensus of the council was to bring back this item at a future meeting, with all members in attendance for further discussion and a decision.

## **X. CITY MANAGER'S REPORT/CITY ATTORNEY/COUNCIL REPORTS**

City Attorney Shepard provided a brief update on the Peacock Ford legal proceedings and provided a copy of a bill signed into law earlier today to Community Development Director Matthys regarding comprehensive development plan amendments, etc.

## **XI. ADJOURNMENT**

There being no further business to come before the Council, the meeting adjourned at 7:06 pm.