



**City Council
Approved Minutes
December 11, 2023
Council Chambers
6:30 PM**



I. CALL TO ORDER

Present: 3 - Councilmember Lori Wurtzel, Councilmember Michael Wilde, Mayor John Lowndes

Absent: 2 - Vice Mayor Vance Guthrie, Councilmember Lindsay Hall Harrison

Mayor Lowndes called the December 11, 2023 meeting to order at 6:35 pm. Staff also in attendance: City Manager Reggentin, Assistant City Manager Kifolo, City Clerk Hollingsworth, City Attorney Shepard, Finance Director Gray, Public Works Director Tracy, Fire Chief Morton, Police Chief Manuel, Fire Marshal Lawrence, Community Development Director Matthys and Public Information Officer Sargent.

II. MOMENT OF SILENCE

Mayor Lowndes offered a moment of silence.

III. PLEDGE OF ALLEGIANCE

Mayor Lowndes led the Pledge of Allegiance.

IV. OLD BUSINESS

There were none.

V. CONSENT AGENDA

Mayor Lowndes opened the public comment period for Consent items #2 through #10. There being no one who wished to speak, Mayor Lowndes closed the public comment period.

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

RESULT: Approve

MOVER: Councilmember Michael Wilde

SECONDER: Councilmember Lori Wurtzel

AYES: Lori Wurtzel, Michael Wilde, John Lowndes

NAYS: None

1. CITY COUNCIL MEETING MINUTES OF NOVEMBER 13, 2023

Approve the City Council meeting minutes of November 13, 2023, as presented.

2. 4TH QUARTER 2023 FINANCIAL SUMMARY

Receive the 4th Quarter 2023 Financial Summary and Investment Schedule, as presented.

3. PIGGYBACK CONTRACTS FOR CONCRETE SIDEWALK, DRIVEWAYS, CURB RAMPS, CURB & GUTTER AND TRAFFIC SEPARATORS CONSTRUCTION AND REPAIRS

Authorize the City Manager to execute piggyback contracts with Caraway Concrete Construction, Inc., JMD Global Developers, LLC, and Parthenon Construction Company utilizing Seminole County Contract IFB-604269-22/LNF for Concrete Sidewalk, Driveways, Curb Ramps, Curb & Gutter and Traffic Separators Construction and Repairs.

4. PIGGYBACK CONTRACT PAVEMENT STRIPING: FAUSNIGHT STRIPE AND LINE, INC.

Authorize the City Manager to execute a piggyback contract with Fausnight Stripe and Line, Inc. utilizing Seminole County Contract No. IFB-604562-23/LNF, effective upon the date of the Piggyback Contract and any future extensions to follow.

5. FREIGHTLINER CHASSIS PURCHASE FOR REMOUNT: EMERGENCY TACTICAL RESCUE VEHICLES

Approve the purchase of a 2025 Freightliner chassis for an emergency transport vehicle through ETR (Emergency Tactical Rescue Vehicles) utilizing Florida Sheriffs Contract Bid No. FSA20- VEF14.01 Fire Rescue Vehicles and Other Fleet Equipment awarded to ETR.

6. LIFEPAK 15 CARDIAC MONITORS PURCHASE: STRYKER MEDICAL

Authorize the purchase of two (2) LifePak 15 cardiac monitors from Stryker Medical for \$88,660.77.

7. PATIENT STRETCHER PURCHASE: STRYKER MEDICAL

Authorize the purchase of two (2) Stryker stretchers from Stryker Medical for \$73,406.07.

8. TELECOMMUNICATION MANAGEMENT SYSTEM PROFESSIONAL SERVICE AGREEMENT AND PURCHASE: CISCO WEBEX

Authorize the City Manager to execute an agreement and scope of work with Greyson Technologies to migrate to a cloud-based call management service, as presented. Pricing is based on Cisco state contract No. AR3227.

9. FUND BALANCE DESIGNATIONS

Approve the allocation of FY 2023 Fund Balance effective September 30, 2023, as presented.

10. LIBRARY REFERENDUM ASSISTANCE - HBM ARCHITECTS

Authorize the City Manager to execute the scope of services with HBM Architects with a 15% contingency in the amount of \$6500.00.

VI. PUBLIC PERIOD

Mayor Lowndes opened the public comment period.

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

VII. DECISIONS

1. **WATERFRONT STRUCTURE PERMIT APPEAL: 604 MINNEHAHA LANE**

Community Development Director Matthys provided an overview of the waterfront structure permit appeal for 604 Minnehaha Lane and responded to questions posed by Council.

Mayor Lowndes opened the public comment period.

Mayor Lowndes invited the applicant, Raymudo Woo, to speak regarding the request to appeal.

Public comment was given by the following:
Howard Schieferdecker, 606 Minnehaha Lane

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

City Attorney Shepard responded to questions posed by the Council.

A discussion ensued.

A motion was made to reverse the reviewing staff's denial of a Waterfront Structure Permit located at 604 Minnehaha Lane; with the condition that the permit approval/issuance is contingent upon an approved executed easement from the Schieferdecker's to the Woo's.

RESULT:	Reversal
MOVER:	Councilmember Lori Wurtzel
SECONDER:	Councilmember Michael Wilde
AYES:	Lori Wurtzel, Michael Wilde, John Lowndes
NAYS:	None

2. **ORDINANCE NO. 1423 INTRODUCTION: AMENDING CHAPTER 6 FIRE PROTECTION AND PREVENTION**

City Clerk Hollingsworth, read aloud, by title Ordinance No. 1423.

Fire Marshal Lawrence provided an overview of the proposed updates and changes to the Maitland City Code to include the recognition of the new Florida Fire Prevention Code (FFPC) 8th edition, 2021 editions of NFPA 1 Fire Prevention Code and NFPA 101 Life Safety Code.

Mayor Lowndes opened the public comment period. There being no one

who wished to speak, Mayor Lowndes closed the public comment period.

A motion was made to introduce Ordinance No. 1423 amending City Code Chapter 6 Fire Protection and Prevention as presented and set the public hearing for January 8, 2024.

RESULT:	Introduce
MOVER:	Councilmember Michael Wilde
SECONDER:	Councilmember Lori Wurtzel
AYES:	Lori Wurtzel, Michael Wilde, John Lowndes
NAYS:	None

3. ORDINANCE NO. 1424 INTRODUCTION: CHAPTER 11 PARKS, RECREATION AND BOATING SEC. 11-3 FORT MAITLAND PARK REGULATIONS

City Clerk Hollingsworth, read aloud, by title, Ordinance No. 1424.

City Manager Reggentin provided an overview of the modifications requested for Fort Maitland's hours of operation.

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

A motion was made to introduce Ordinance No. 1424 amending Sec. 11-3 Fort Maitland Park Regulations as presented and set the public hearing for January 8, 2024.

RESULT:	Introduce
MOVER:	Councilmember Lori Wurtzel
SECONDER:	Councilmember Michael Wilde
AYES:	Lori Wurtzel, Michael Wilde, John Lowndes
NAYS:	None

4. LAKES ADVISORY BOARD (LAB) APPOINTMENTS

City Clerk Hollingsworth stated that the Lakes Advisory Board (LAB) has two (2) vacancies as the terms of Aimee Krivan and Josie Marston expire December 2023. Both Ms. Krivan and Ms. Marston have served two (2) terms, and therefore are ineligible for re-appointment at this time in accordance with LAB Constitution Section B. There are three (3) residents seeking to be appointed, 1st Choice Paul Palmer, 3rd Choice Eddie Baird and Daisy Chaffee. Please note that Mr. Baird denoted on his application "I do not agree to boilerplate release/waiver within the City's electronic form." The City Attorney was consulted and informed

staff that Mr. Baird's refusal to be bound by the release exposes the city to liability. However, it is solely a City Council decision to disqualify the applicant due to their refusal to be bound by the release.

A brief discussion ensued, City Attorney Shepard answered questions posed by the council.

Unanimous consent by the council was to disqualify applicant Baird.

Mayor Lowndes requested nominations for the first seat on the Lakes Advisory Board. Councilmember Wilde nominated Paul Palmer. The nomination received a second from Councilmember Wurtzel and a third from Mayor Lowndes. Mayor Lowndes declared Paul Palmer as the appointed resident member to serve a 3-year term, December 2023 - December 2026, on the Lakes Advisory Board.

Mayor Lowndes requested nominations for the second seat on the Lakes Advisory Board. Councilmember Wilde nominated Daisy Chaffee. The nomination received a second from Councilmember Wurtzel and a third from Mayor Lowndes. Mayor Lowndes declared Daisy Chaffee as the appointed resident member to serve a 3-year term, December 2023 - December 2026, on the Lakes Advisory Board.

5. CITY CLERK PERFORMANCE EVALUATION & COMPENSATION

On an annual basis, employees are evaluated by their supervisors, and merit increases are awarded at this time. The evaluation and compensation of the City Clerk rests with the Council.

Mayor Lowndes stated the average performance evaluation score for City Clerk Hollingsworth was a 4.8 on a 5 point scale.

Mayor Lowndes invited the Council to discuss City Clerk Hollingsworth's evaluation and merit increase.

A discussion ensued.

A motion was made based on the City Clerk's average performance evaluation of 4.8 on a 5 point scale to approve a salary increase of 5%, effective January 2024.

RESULT:	Approve
MOVER:	Councilmember Lori Wurtzel
SECONDER:	Councilmember Michael Wilde
AYES:	Lori Wurtzel, Michael Wilde, John Lowndes
NAYS:	None

6. CITY MANAGER PERFORMANCE EVALUATION & COMPENSATION

On an annual basis, employees are evaluated by their supervisors, and merit increases are awarded at this time. The evaluation and compensation of the City Manager rests with the Council.

Mayor Lowndes stated the average performance evaluation score for the City Manager was 4.8 on a 5 point scale.

A motion was made based on the City Manager's average performance evaluation score of 4.8 on a 5 point scale to approve a salary increase of 3.5% effective January 2024.

RESULT:	Approve
MOVER:	Councilmember Michael Wilde
SECONDER:	Councilmember Lori Wurtzel
AYES:	Lori Wurtzel, Michael Wilde
NAYS:	None

VIII. CITY MANAGER'S REPORT/CITY ATTORNEY/COUNCIL REPORTS

City Manager Reggentin expressed his appreciation for the City Council, City staff and the continued opportunity to serve as Maitland's City Manager.

City Clerk Hollingsworth expressed gratitude to the Council for the opportunity to serve as Maitland's City Clerk. Additionally, City Clerk Hollingsworth announced Mayor Lowndes as the only candidate to qualify for the 2024 General Municipal Election. Unopposed qualified candidates per City Charter are declared duly elected without being placed on the ballot. Mayor Lowndes will continue to serve as Mayor of the City of Maitland for 2024 - 2027.

IX. ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned at 8:09 pm.