



**City Council
Approved Minutes
May 13, 2024
Council Chambers
6:30 PM**



I. CALL TO ORDER

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

Absent: 1 - Councilmember Lindsay Hall Harrison

Mayor Lowndes called the May 13, 2024, meeting to order at 6:31 pm. Staff also 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, 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. PRESENTATIONS

1. PROCLAMATION: EMERGENCY MEDICAL SERVICES WEEK

Vice Mayor Wurtzel, on behalf of the City Council, read aloud and presented Fire Chief Morton with a Proclamation for Emergency Medical Services (EMS) Week, May 19-25, 2024.

Fire Chief Morton thanked the City Council for the support and recognized the efforts of the Maitland Fire Rescue Department.

2. PROCLAMATION: PUBLIC WORKS WEEK

Councilmember Wilde, on behalf of the City Council, read aloud and presented Public Works Director Tracy with a Proclamation for Public Works Week, May 19-25, 2024.

Public Works Director Tracy thanked the City Council for their continued support and invited the Council members to attend the Public Works Annual Rodeo on May 22, 2024.

V. PUBLIC HEARING

1. ORDINANCE NO. 1425: NON-EXCLUSIVE NATURAL GAS FRANCHISE AGREEMENT WITH LAKE AOPKA NATURAL GAS DISTRICT

City Clerk Hollingsworth read aloud, by title, Ordinance No. 1425.

City Manager Reggentin provided a brief overview of the franchise agreement.

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 adopt Ordinance No. 1425 granting the Non-Exclusive Natural Gas Franchise Agreement with Lake Apopka Natural Gas District, as presented.

RESULT:	Adopt
MOVER:	Councilmember Lori Wurtzel
SECONDER:	Councilmember Vance Guthrie
AYES:	Lori Wurtzel, Vance Guthrie, Michael Wilde, John Lowndes
NAYS:	None

VI. OLD BUSINESS

There were none.

VII. CONSENT AGENDA

Mayor Lowndes opened the public comment period for Consent items #2 through #14. 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 Vance Guthrie
SECONDER:	Councilmember Lori Wurtzel
AYES:	Lori Wurtzel, Vance Guthrie, Michael Wilde, John Lowndes
NAYS:	None

- 1. CITY COUNCIL MEETING MINUTES OF APRIL 22, 2024**
Approve the City Council Meeting Minutes of April 22, 2024, as presented.
- 2. RFP 422-2024-01 BID AWARD: EMERGENCY DEBRIS HAULING AND DISPOSAL**
Accept ranking and authorize the City Manager to execute a contract with Ceres Environmental Services, Inc. as the primary contract for

Emergency Debris Hauling and Disposal and DRC Emergency Services, Inc. as the backup should Ceres be unable to fulfill the services at the necessary time in the amount of \$4,623,809.90 with actual cost dependent upon the severity of the incident.

3. RFP 422-2024-02 BID AWARD: EMERGENCY DEBRIS MONITORING SERVICES

Accept the ranking and authorize the City Manager to execute a contract with Thompson Consulting Services, LLC for Emergency Debris Monitoring Services and Tetra Tech, Inc. as the backup contract should Thompson Consulting be unable to fulfill the services at the necessary time. Actual cost with vary depending on the severity of the incident.

4. RESOLUTION NO. 6-2024: CREATING THE CAPITAL PROJECT ASSESSMENT AREA OF THE DOMMERICH HILLS PHASES 1 - 4 SANITARY SEWER IMPROVEMENTS

Adopt Resolution No. 6-2024 Creating the Capital Project Assessment Area of the Dommerich Hills Phases 1-4 Sanitary Sewer improvements and determining to defray a portion of the expense to four hundred and thirty-one (431) properties specially benefited, as presented.

5. RESOLUTION NO. 7-2024: FLORIDA DEPARTMENT OF TRANSPORTATION SFGA GRANT 453228-1-54-01 MOHICAN TRAIL SIDEWALK PROJECT

Adopt Resolution No. 7-2024 authorizing the City Manager to execute the Florida Department of Transportation SFGA Grant agreement for the Mohican Trail Sidewalk Project, accept the \$300,000 awarded, and approve the corresponding budget amendment, as presented.

6. RESOLUTION NO. 8-2024: FY24 LAW ENFORCEMENT TRUST FUND BUDGET AMENDMENT AND BUDGET APPROPRIATION FOR PURCHASE OF POLICE BOAT

Adopt Resolution No. 8-2024 amending the FY24 Law Enforcement Trust Fund budget, approving the appropriation of \$27,008.20 and authorizing the purchase of an upgraded police patrol boat for \$85,008.20.

7. RESOLUTION NO. 9-2024 FLORIDA DEPARTMENT OF TRANSPORTATION SFGA GRANT 453203-1-54-01: WESTSIDE TRAIL PROJECT

Adopt Resolution No. 9-2024 authorizing the City Manager to execute the Florida Department of Transportation SFGA Grant agreement for the Westside Trail Project, accept the \$500,000 awarded and approve the corresponding budget amendment, as presented.

8. RIGHT-OF-WAY AND MEDIAN LANDSCAPE IRRIGATION REPAIR: HELPING HANDS LAWN CARE, INC.

Authorize the City Manager to execute the purchase with Helping Hand Lawn Care, Inc. for irrigation repairs throughout the City, as needed, not to exceed \$50,000 per year.

9. PIGGYBACK CONTRACT PROFESSIONAL SERVICES AGREEMENT: WILDAN ENGINEERING, INC.

Authorize the City Manager to execute a piggyback contract with Willdan Engineering Inc., for Building Official, building code plan review, permit technician and inspection services consistent with the Osceola County and Willdan Engineering, Inc. agreement. The existing agreement is through March 31, 2026, and may be extended when in the best interest of the City. The total annual fees are unknown, but are expected to exceed \$50,000.

10. PIGGYBACK CONTRACT SEWER REHABILITATION SERVICES: ATLANTIC PIPE SERVICES, LLC

Authorize the City Manager to execute a piggyback contract with Atlantic Pipe Services, LLC utilizing the City of South Daytona's Contract Bid 23-B-005 for Sewer Rehabilitation Services for an initial term of three (3) years from the date of execution, and may be renewed for an additional two (2) two-year renewal periods. Anticipated expenditures will be approximately \$500,000 per year.

11. UTILITY UPGRADE AGREEMENT VENTRIS LANE: DEVELOPERS MAYER AND TAMMY SEXTEN

Approve the Utility Upsize Agreement for the Ventriss Subdivision and reimburse the developer in the amount of \$36,254.40.

12. FIRE TRUCKS AND APPARATUS PARTS AND REPAIR SERVICES: ON SCENE REPAIRS & MAINTENANCE, LLC

Approve the evaluated source purchase of parts and repair services for all fire trucks and apparatus from On Scene Repairs & Maintenance, LLC, which will exceed the City Manager's approval threshold of \$50,000.

13. NORTH KELLER ROAD GRAVITY SEWER DESIGN PROFESSIONAL SERVICES FEE PROPOSAL: BURGESS & NIPLE

Approve the City Manager to execute an agreement for the design of the North Keller Road Gravity Sewer Replacement. The proposed scope of services will be performed under the existing continuing services contract (Contract No. 412-2018-01) with Burgess & Niple for a total amount of \$268,965.57.

14. 17-92 WATER MAIN IMPROVEMENT PHASE 2 DESIGN AND CEI SERVICES: CPH, INC.

Authorize the City Manager to execute an agreement with CPH, Inc. for the design update and construction administrative services for the US 17-92 Phase II Water Main Improvements Project in the amount of \$521,979.00.

VIII. PUBLIC PERIOD

Mayor Lowndes opened the Public Period.

Public comment was given as follows:
Stacie Larson, Maitland Public Library Director

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

IX. DECISIONS

1. **ORDINANCE NO. 1426 INTRODUCTION: QUITCLAIM DEED 50 MINNEHAHA CIRCLE**

Community Development Director Matthys introduced Ordinance No. 1426 and provided an overview of the quitclaim deed for 50 Minnehaha Circle.

City Clerk Hollingsworth, read aloud, by title Ordinance No. 1426.

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. 1426 approving the transfer of city-owned property to the property owners of 50 Minnehaha Circle through a quitclaim deed and set the public hearing and action date for June 10, 2024.

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

2. **ORDINANCE NO. 1427 INTRODUCTION: QUITCLAIM DEED 70 MINNEHAHA CIRCLE**

Community Development Director Matthys introduced Ordinance No. 1427 and provided an overview of the quitclaim deed for 70 Minnehaha Circle.

City Clerk Hollingsworth, read aloud, by title Ordinance No. 1427.

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. 1427 approving the transfer of city-owned property to the property owners of 70 Minnehaha

Circle through a quitclaim deed and set the public hearing and action date for June 10, 2024.

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

3. ORDINANCE NO. 1428 INTRODUCTION: QUITCLAIM DEED 90 MINNEHAHA CIRCLE

Community Development Director Matthys introduced Ordinance No. 1428 and provided an overview of the quitclaim deed for 90 Minnehaha Circle.

City Clerk Hollingsworth, read aloud, by title Ordinance No. 1428.

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. 1428 approving the transfer of city-owned property to the property owners of 90 Minnehaha Circle through a quitclaim deed and set the public hearing and action date for June 10, 2024.

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

4. COMMUNITY REDEVELOPMENT AGENCY ADVISORY BOARD (CRAAB) APPOINTMENT

City Clerk Hollingsworth stated that the Community Redevelopment Agency Advisory Board (CRAAB) is comprised of one (1) resident member appointed by City Council and two (2) members appointed by Orange County. Resident members are eligible to serve two (2) consecutive three-year terms in accordance with Sec. 5.06 of the City Charter.

Grey Binford has served one (1) term, confirmed her desire to continue to serve and is eligible. Ms. Binford's updated appointment information form

is attached.

The Council is requested to appoint a resident member to serve a 3-year term beginning May 2024 and ending April 2027.

Mayor Lowndes requested nominations. Councilmember Guthrie nominated Grey Binford. The nomination received a second from Councilmember Wilde and a third from Councilmember Wurtzel. Mayor Lowndes declared Grey Binford re-appointed to the CRAAB.

X. DISCUSSION: STRATEGIC PLANNING SESSION CONTINUED

1. CAPITAL IMPROVEMENTS PLAN (CIP) - 5-YEAR

City Manager Reggentin continued the Capital Improvement Plan (CIP) 5-year discussion which began during the Strategic Planning Session held on April 29th and provided an overview of the implications of the current year's program and increased construction costs, providing guidance on the priorities of the next 5 years and answered questions posed by the City Council.

A discussion ensued.

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

City Manager Reggentin stated that the Fort Maitland Park digital message board has been placed onsite through the Memorial Day Holiday and new signs with updated hours including no overnight parking have been installed.

Upcoming events:

5/18 Maitland Community Cleanup at Lake Sybelia Beach

5/21, 5/28 & 6/4 Health and Wellbeing Speaker Series at Maitland Community Park

5/22 Public Works Rodeo

6/9 Farmers Market including a Touch a Truck Event

City Attorney Shepard stated the Florida League of Cities 2024 Legislative Session Final Report was completed and available.

XII. ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned at 8:07 pm.