



**City Council
Approved Minutes
December 9, 2024
Council Chambers
6:30 PM**



I. CALL TO ORDER

Present: 5 - Vice Mayor Lori Wurtzel, Councilmember Vance Guthrie, Councilmember Michael Wilde, Councilmember Lindsay Hall Harrison, Mayor John Lowndes

Absent: 0 -

Vice Mayor Wurtzel called the December 9, 2024 meeting to order at 6:33 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, Deputy City Clerk Keane, and Public Information Officer Sargent.

Mayor Lowndes arrived at 6:45 pm.

II. MOMENT OF SILENCE

Vice Mayor Wurtzel offered a moment of silence.

III. PLEDGE OF ALLEGIANCE

Vice Mayor Wurtzel led the Pledge of Allegiance.

IV. PUBLIC HEARING

1. ORDINANCE NO.1437: AMENDING CHAPTER 10 OFFENSES MISCELLANEOUS PROHIBITING CAMPING AND SLEEPING ON PUBLIC PROPERTY.

City Clerk Hollingsworth, read aloud, by title Ordinance No. 1437.

City Manager Reggentin presented Ordinance No. 1437 and provided a brief overview.

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

A motion was made to adopt Ordinance No. 1437 amending Chapter 10, Offenses Miscellaneous prohibiting Camping and Sleeping on Public Property, as presented.

RESULT: Adopt

MOVER: Councilmember Hall Harrison

SECONDER: Councilmember Wilde
AYES: Vance Guthrie, Lindsay Hall Harrison, Michael Wilde, Lori Wurtzel
NAYS: None

V. OLD BUSINESS

There were none.

VI. CONSENT AGENDA

Vice Mayor Wurtzel opened the public comment period for Consent items #2 through #14.

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

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

RESULT: Approve
MOVER: Councilmember Guthrie
SECONDER: Councilmember Wurtzel
AYES: Vance Guthrie, Lori Wurtzel, Michael Wilde, Lindsay Hall Harrison
NAYS: None

1. **CITY COUNCIL MEETING MINUTES OF NOVEMBER 11, 2024.**
Approve the City Council meeting minutes of November 11, 2024, as presented.
2. **RESOLUTION NO. 28-2024: REPEALING AND REPLACING RESOLUTION 19-2023, AMENDING THE SCHEDULE OF FEES.**
Adopt Resolution 28-2024 repealing and replacing Resolution 19-2023 Building and Building-Related Permit Fees, as presented.
3. **RESOLUTION NO. 29-2024: GRANT APPLICATION AUTHORIZATION NEW PUBLIC LIBRARY CONSTRUCTION.**
Authorize the City Manager to submit a grant application for the Public Library Construction Grant requesting \$500,000 and sign all related documents as necessary.
4. **RESOLUTION NO. 30-2024: SOLID WASTE FUND BUDGET AMENDMENT AND FY25 VEHICLE REPLACEMENT PURCHASE.**
Adopt Resolution 30-2024 Solid Waste Fund budget amendment and authorize the purchase of one (1) replacement vehicle from Terry Taylor Deland Nissan \$31,935.00.
5. **RESOLUTION NO. 31-2024: CHAPTER 196.1978 LIVE LOCAL ACT OPT OUT AD VALOREM TAX EXEMPTION.**

Adopt Resolution No. 31-2024 enacting the opt-out provision of Chapter 196.1978, as presented.

6. GENERATOR REPLACEMENT FD 47: TRADEWINDS POWER CORP.

Approve the purchase of a replacement generator and installation at Fire Station 47 from Tradewinds Power Corp for the amount of \$83,490.00.

7. FY25 VEHICLE REPLACEMENT PURCHASES: DELAND NISSAN

Approve the purchase of three (3) replacement vehicles from Terry Taylor Deland Nissan utilizing the Florida Sheriff's Association contract FSA 24-VEL32.0 for a total of \$93,045.40.

8. CITY-WIDE JANITORIAL SERVICES CONTRACT AWARD: CLEAN SPACE, INC.

Authorize the City Manager to execute the agreement with Clean Space, Inc., for the City Wide Janitorial Services, as presented.

9. WESTSIDE TRAILS PROJECT DESIGN CHANGE ORDER: CPH, INC.

Authorize the City Manager to execute the additional scope of work with CPH, Inc., for additional engineering services for the Westside Trails Project, as presented.

10. RECREATION INSTRUCTOR CONTRACTUAL PAYMENTS.

Approve payments to recreation instructors Donald McGinnis and Whitney Tossie provided that the payments do not exceed 80% of the total revenue received by the City for each respective program.

11. NOTICE OF GENERAL MUNICIPAL ELECTION MARCH 11, 2025.

Receive Notice of General Municipal Election, as presented.

12. 4TH QUARTER 2024 FINANCIAL SUMMARY.

Receive 4th Quarter 2024 Financial Summary and Investment Schedule as presented.

13. FUND BALANCE DESIGNATIONS.

Approve the allocation of FY 2024 Fund Balance to the following designations effective September 30, 2024, as presented:

	Beginning	Change	Ending
Operating Contingency	\$ 2,000,000	\$ 1,828,000	\$ 3,828,000
Vehicle Replacement	4,534,000	0	4,534,000
Matching Grants	350,000	0	350,000
Council Capital	8,459,101	(2,381,918)	6,077,183

Building Code	(139,416)	32,000	(107,419)
IT / Radios	250,000	170,000	420,000
Space Needs	1,232,000	0	1,232,000
Emergency Disasters	6,100,000	0	6,100,000
*Undesignated	8,766,537	228,441	* 8,994,978
TOTAL	\$ 31,552,219	\$ (123,477)	\$ 31,428,742

**2024 Ending is an estimated amount; actual amount may vary depending on 2024 revenue accruals still to be entered for actual ACFR balance.*

14. FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (FDEP) GRANT AWARD: DOMMERICH DRIVE CULVERT AND LIFT STATION RESILIENCY PROJECT.

Accept and authorize the City Manager to execute a grant amendment, and other grant related administrative items, with the Florida Department of Environmental Protection for the Dommerich Drive Culvert and Lift Station Resiliency Project.

15. FIRE EQUIPMENT, SUPPLIES AND SERVICES: BENNETT FIRE PRODUCTS COMPANY, INC.

Authorize the purchase of required structural firefighting gear from Bennett Fire Products for \$91,590.00 approved in the FY25 budget; piggybacking off of a contract between Bennett Fire Products and Lake County, Florida (Contract #17-0606B).

VII. PUBLIC PERIOD

Vice Mayor Wurtzel opened the public comment period.

Public comment was given as follows:

Justin Harvey, 1025 Hamlet Drive.

Stacie Larson, Director Maitland Public Library, 501 S Maitland Avenue.

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

VIII. DECISIONS

1. LAKES ADVISORY BOARD (LAB) APPOINTMENTS.

The Lakes Advisory Board (LAB) has two (2) vacancies as Lee Hale resigned from the board on August 21, 2024 and Juliet Demaree's second term ends December 2024. Ms. Demaree is ineligible for re-appointment at this time in accordance with LAB Constitution Section B.

The following applicants reflect the Lakes Advisory Board as their:

First (1st) Choice

Samantha Levine
Ben Shepard
Burr Stevens

Second (2nd) Choice

Paul Bennett
Ashley Moore

Mayor Lowndes requested nominations for the first appointment to LAB. Councilmember Hall Harrison nominated Burr Stevens. The nomination received a second from Councilmember Wilde and a third from Councilmember Wurtzel. Mayor Lowndes requested nominations for the second appointment to LAB, Councilmember Guthrie nominated Ben Shepard. The nomination received a second from Councilmember Wilde and a third from Mayor Lowndes.

Mayor Lowndes declared Burr Stevens and Ben Shepard duly appointed each to serve 3-year terms, beginning January 2025, and expiring December 2027.

2. WATERFRONT STRUCTURE APPEAL: 928 VERSAILLES CIRCLE (WSP-06-24-50575).

City Attorney Shepard asked the Councilmembers if they had any Ex-Parte communications and/or investigations regarding this agenda item. The Councilmembers present verbally affirmed to having no communications and/or investigations regarding this agenda item.

Community Development Director Dan Matthys provided an overview of the approved waterfront structure permit for 928 Versailles Circle.

A brief discussion ensued.

Mike Wang, 930 Versailles Circle, spoke as the appellant.

Andrew Jahn, 928 Versailles Circle, spoke as applicant/property owner.

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 affirm staff's decision of the approval and issuance of the waterfront structure permit WSP-06/24-50575.

RESULT:	Affirm
MOVER:	Councilmember Guthrie
SECONDER:	Councilmember Wurtzel

AYES: Michael Wilde, Lori Wurtzel, Lindsay Hall Harrison,
Vance Guthrie, John Lowndes

NAYS: None

**3. ORDINANCE NO. 1438 INTRODUCTION: LDC TEXT AMENDMENT:
WATERFRONT STRUCTURE REVIEW STANDARDS.**

City Clerk Hollingsworth, read aloud, by title Ordinance No. 1438.

Community Development Director Matthys introduced Ordinance No. 1438 and provided a brief overview.

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. 1438, as presented and set the Public Hearing and action date for January 13, 2025.

RESULT: Introduce

MOVER: Councilmember Wilde

SECONDER: Councilmember Guthrie

AYES: Michael Wilde, Vance Guthrie, Lori Wurtzel,
Lindsay Hall Harrison, John Lowndes

NAYS: None

**4. ORDINANCE NO. 1439 INTRODUCTION: LDC TEXT AMENDMENT:
SHORELINE PROTECTION STANDARDS AND SHORELINE
ALTERATION.**

City Clerk Hollingsworth, read aloud, by title Ordinance No. 1439.

Community Development Director Matthys introduced Ordinance No. 1439 and provided a brief overview.

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. 1439, as presented and set the Public Hearing and action date for January 13, 2025.

RESULT: Introduce

MOVER: Councilmember Wilde

SECONDER: Councilmember Guthrie

AYES: Michael Wilde, Vance Guthrie, Lori Wurtzel,
Lindsay Hall Harrison, John Lowndes

NAYS: None

5. PERFORMANCE EVALUATION & COMPENSATION: CITY CLERK.

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 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 to approve a 5% salary increase, effective January 2025.

RESULT: Approve

MOVER: Councilmember Hall Harrison

SECONDER: Councilmember Guthrie

AYES: Lindsay Hall Harrison, Vance Guthrie, Lori Wurtzel, Michael Wilde, John Lowndes

NAYS: None

6. PERFORMANCE EVALUATION & COMPENSATION: CITY MANAGER.

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 4.97 on a 5 point scale.

A motion was made to approve a 3% salary increase, effective January 2025.

RESULT: Approve

MOVER: Councilmember Guthrie

SECONDER: Councilmember Hall Harrison

AYES: Vance Guthrie, Lindsay Hall Harrison, Lori Wurtzel, Michael Wilde, John Lowndes

NAYS: None

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

City Manager Reggentin provided a brief overview on the 2021 Lead and Cooper Rule Revisions (LCRR) including the regulatory requirements that went in effect October 1, 2024, and updated on the Live Local Act. City Manager Reggentin expressed sincere appreciation to the staff for the excellent job as they coordinated three events seamlessly; Holiday Getdown Downtown, the Season of Light and Holiday Farmer's Market.

City Manager Reggentin announced upcoming city events:

December 14: Santa Parade

December 21: Movie in the Park

January 3: Getdown Downtown

X. ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned at 8:29 pm.