



**City Council
May 24, 2021
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. Invocation
- III. Pledge of Allegiance
- IV. Presentations
 1. Employee of the Quarter
 2. Firefighter of the Year - 2020
- V. Public Hearing - None
- VI. Old Business
- VII. Consent Agenda
 1. Approve the City Council Meeting Minutes of May 10, 2021
 2. Resolution - Loan from Florida State Revolving Fund
 3. Change Order - Sanitary Sewer Rehabilitation
 4. Change Order - Maitland Avenue and Sandspur Road Traffic Signal Upgrade
 5. Flygt Sanitary Sewer Pump-Sole Source
 6. Purchase of Police Vehicles
- VIII. Public Period
- IX. Decisions
 1. Lakes Advisory Board Recommendation - Lakefront Clearing
 2. Northeast Neighborhoods Speed and Cut-Through Traffic Analysis
- X. Discussion
- XI. City Manager's Report/City Attorney/Council Reports
- XII. 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
May 24, 2021		Section: Presentations
Department/Office : Administration	AGENDA REPORT	Item #: 1.
Subject: Employee of the Quarter		
Requested Action or Motion:		
Summary Explanation & Background:		
Fiscal Impact:		
Exhibits: None		
Commission/Board:		
Contact Person: Maria Waldrop, City Clerk 407-539-6219		
Reviewed by City Attorney		

MEETING DATE		AGENDA
May 24, 2021		Section: Presentations
Department/Office : Administration	AGENDA REPORT	Item #: 2.
Subject: Firefighter of the Year - 2020		
Requested Action or Motion:		
Summary Explanation & Background:		
Fiscal Impact:		
Exhibits: None		
Commission/Board: City Council		
Contact Person: Maria Waldrop, City Clerk 407-539-6219		
Reviewed by City Attorney		

MEETING DATE		AGENDA
May 24, 2021		Section: Consent Agenda
Department/Office : Administration	AGENDA REPORT	Item #: 1.
Subject: Approve the City Council Meeting Minutes of May 10, 2021		
Requested Action or Motion: Move to approve the City Council Meeting Minutes of May 10, 2021		
Summary Explanation & Background:		
Fiscal Impact: N/A		
Exhibits: 1. CC Minutes 05102021		
Commission/Board: City Council		
Contact Person: Kathy Sotero, Deputy City Clerk 407-539-2307		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
May 24, 2021		Section: Consent Agenda
Department/Office : Finance Department	AGENDA REPORT	Item #: 2.
Subject: Resolution - Loan from Florida State Revolving Fund		
Requested Action or Motion: Move to approve a resolution relating to the state revolving fund loan program; making findings; approving the form of, and, authorizing the execution and delivery of a loan agreement; designating authorized representatives; providing assurances; providing for conflicts, severability, and effective date.		
Summary Explanation & Background: The City passed a "Master Bond" resolution in August 2015, which provides the overall framework and legal obligations for City to issue Utility Debt. Further, on April 8, 2019, the Council approved a resolution to issue additional Utility Debt and on February 8, 2021, Council approved applying for the State Revolving Fund loan to finance Phase 1 of Lift Station #1 relocation, and, Dommerich Sewer of up to \$6,000,000 plus accrued interest. Now that the required documents have been provided to the State Department of Environmental Protection, they have sent the "Construction Loan Agreement" for execution for the loan for Phase 1. In the agreement, the estimated total amount listed is \$5,010,720; comprised of Principal Loan \$5,010,720 and estimated Capitalized Interest \$0 (interest that accrues as the City draws down funds to pay for construction) at 0.00% per annum; for which we are requesting approval of an aggregate \$6,000,000; for any variances from the estimated loan. Debt issuance costs are calculated at 2% of the loan, presently \$100,214. FDEP is able to amend the loan provided Council has already approved adequate debt ceiling. Once the loan is completed, the project will be closed out and the State will make final calculations and provide necessary amendments, which will come back to Council, for the City to execute and the repayments will begin at that point. The State requires the City to pledge the net operating revenues of the Water and Waste Water system as surety for the loan which includes maintaining rates sufficient to Net Revenues in each Fiscal Year sufficient to pay one hundred fifteen percent (115%) of the loan servicing requirements on the outstanding loan amount. The State also requires that in the event the anticipated Pledged Revenues are insufficient to make the semiannual loan payments for such fiscal year when due, the City will include in such budget other legally available non-ad valorem funds which will be sufficient, together with the utility pledged revenues to make the loan payments. The attached resolution was reviewed by the City's Bond Counsel (Bryant, Miller, and Olive) and the City Attorney.		
Fiscal Impact: Debt issuance costs of 2% (\$100,214) and annual Debt Service \$255,546.		

Exhibits:

1. Agreement WW480270
2. Res 2019-1349
3. Resolution 2-2021
4. Resolution Maitland - SRF Loan Agreement LS1 Dommerich

Commission/Board: City Council**Contact Person:** Jerry Gray, Finance Director 407-539-6201

Reviewed by City Attorney
Bond Counsel and City Attorney

MEETING DATE		AGENDA
May 24, 2021		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 3.
Subject: Change Order - Sanitary Sewer Rehabilitation		
Requested Action or Motion: Move to approve the change order with Miller Pipeline Corporation in the amount of \$11,500 for pipe sealing.		
Summary Explanation & Background: On September 28, 2020, City Council approved the use of Miller Pipeline Corporation for the annual repair of the sanitary sewer pipeline system utilizing the Cure In Place Pipe (CIPP) process. Staff engaged Miller to install CIPP lining at multiple locations where the sanitary sewer lines needed rehabilitation. As part of the process and prior to lining, the contractor discovered an eight inch pipe in Cove Colony had a severe shift at the pipe joint, which should be sealed in order to stop the infiltration so that the pipe can be correctly lined. The piggyback contract with Miller does not include point repairs or grout injections used for repairs, even though the company does provide that service. The contractor has submitted a proposal to seal the joint as a change order to the contract. This has resulted in an additional \$11,500 for work that is not included in the contract. Staff is requesting that City Council approve a change order for the contract with Miller Pipeline Corporation in the amount of \$11,500 for pipe sealing.		
Fiscal Impact: Funds available in 41351535-566300		
Exhibits: 1. Miller Propsoal - City of Maitland - Point Down Sealing		
Commission/Board: City Council		
Contact Person: Christopher Kennedy, Assistant Public Works Director (407) 539-6217		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
May 24, 2021		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 4.
Subject: Change Order - Maitland Avenue and Sandspur Road Traffic Signal Upgrade		
Requested Action or Motion: Move to authorize the City Manager to execute a change order to Burkhardt Construction for the water line relocation for the Maitland Avenue and Sandspur Road Traffic Signal Upgrade Project.		
Summary Explanation & Background: On April 13, 2020, City Council approved a contract with Burkhardt Construction in the amount of \$415,381 for the construction of the Sandspur Traffic Signal Upgrade. The traffic signal at the intersection of Maitland Avenue and Sandspur Road is currently a span wire system and is in need of equipment updates. The project includes the replacement of the wire span traffic signal system with mast arms. Change Order No. 1 included removing the purchase of the mast arms from the contract in order to allow the City to purchase them directly from the manufacturer to save sales tax. This resulted in a deduction of \$46,260 from the contract with Burkhardt. The mast arms were ordered and have been received by the contractor. Over the past year, staff has worked with the contractor and the utility companies on the proposed location of mast arm foundations. The Maitland Avenue right-of-way is not only restricted between the curb and the adjacent property lines but also has multiple utilities sharing the limited space. Currently, this is the only location available to place the mast arm on the northeast side of the intersection while still meeting design requirements. This will require the relocation of both a Centurylink cable and the City's 8" water line. Centurylink provided a quote of \$16,837.59 to relocate their cable. Funds are available in the general fund streets operating budget to cover this cost and will be reallocated to the project. Burkhardt has provided a proposed Change Order No. 2 for the amount of \$46,442.11 to relocate the waterline. Staff and the design engineer have reviewed the proposed change order and finds it reasonable. Staff recommends City Council authorize the City Manager to execute a change order for a waterline relocation in the amount of \$46,442.11 for the Maitland Avenue and Sandspur Road Traffic Signal Upgrade Project with Burkhardt Construction, Inc. and authorize the transfer of funds from the Streets operating budget to the project budget for the relocation costs for Centurylink.		
Fiscal Impact: Funds available in General Fund and in 01412541 533400		
Exhibits: 1. Sandspur Maitland Ave Signalization CO #2 - Water Main Offset		

Commission/Board: City Council
Contact Person: Kimberley Tracy, Public Works Director 407-539-216
Reviewed by City Attorney N/A

MEETING DATE		AGENDA
May 24, 2021		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 5.
Subject: Flygt Sanitary Sewer Pump-Sole Source		
Requested Action or Motion: Move to approve the sole source purchase of Flygt pumps and replacement parts for sanitary sewer lift stations from Xylem Water Solutions USA Inc.		
Summary Explanation & Background: The City operates 41 lift stations to pump the City's wastewater through the collection system for delivery and treatment through our wholesale agreements. Regular maintenance and repair are required each year to ensure the integrity of the system and the efficient and effective operation of the wastewater distribution system as a whole. It is important to ensure that a standardized pumping system is used throughout the system. Implementing a standard pumping system allows for interchangeable parts between the lift stations and the ability to change pumps between lift stations. Other benefits include a reduced number of spare parts and ease of maintenance and operations as the pumping system will be consistent at all lift stations. The majority of the City's submersible pumps are Flygt pumps, which have proven to have been dependable over several years of operation. Based on this, the Public Works Department has chosen to standardize utilizing Flygt submersible pumps. Xylem Water Solutions is the original equipment manufacturer and the only distributor for Flygt pumps, therefore a sole source purchase is necessary. The purchases for the pumping system will range in cost based on the flow of wastewater for each lift station. Staff anticipates that the yearly purchases for pumps and parts will exceed the City Manager's approval threshold of \$50,000. Staff is recommending a perpetual approval, of Xylem Water Solutions as the sole source provider for Flygt pumps and replacement parts for as long as they are the sole provider in Florida.		
Fiscal Impact: Funds are budgeted in the Wastewater Operating Budget		
Exhibits: 1. Sole Source Xylem2		
Commission/Board: City Council		
Contact Person: Kimberley Tracy, Public Works Director 407-539-216		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
May 24, 2021		Section: Consent Agenda
Department/Office : Police Department	AGENDA REPORT	Item #: 6.
Subject: Purchase of Police Vehicles		
Requested Action or Motion: Move to authorize the purchase of two police package vehicles for \$88,910 from Alan Jay Fleet Sales, Sebring.		
Summary Explanation & Background: This is a vendor change from the purchase that was approved at the 5/14/2021 meeting due to the disruption in the vehicle supply change. When the City attempted to order the vehicles, the delivery lead time was unacceptable. The City called the other state contract authorized dealers that service police duty rated vehicles and located 2 vehicles that are currently available for delivery. Both units will be Chevrolet Police Package Tahoes that will be purchased from Alan Jay Fleet Sales via Sourcewell (NJPA) contract 2021 120716-NAF for \$44,455 each. These replacements are unscheduled replacements as the vehicles (349 & 369) were involved in accidents and the City is working to recover undepreciated value of the vehicles of approximately \$69,000, the balance of the non-recovered amount will come from the Vehicle Replacement designation. These vehicles will be equipped with LED emergency lighting, light bars, grill lights, rear deck lights, mirror lights, siren and speaker, computer stand, decals, depending on the particular vehicle.		
Fiscal Impact: \$90,600 Resolution 9-90 Insurance Recovery and unbudgeted replacement vehicle fund balance designation.		
Exhibits: 1. NJPA-MAITLAND, CITY OF-CC10706 1LS_31446-1_Quote 2. NJPA-MAITLAND, CITY OF-CC10706 1LS_31448-1_Quote		
Commission/Board: City Council		
Contact Person: Jerry Gray, Finance Director 407-539-6201		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
May 24, 2021		Section: Decisions
Department/Office : Public Works	AGENDA REPORT	Item #: 1.
Subject: Lakes Advisory Board Recommendation - Lakefront Clearing		
Requested Action or Motion: LAB requests City Council send a letter to lakeshore property owners providing information on shoreline alteration.		
Summary Explanation & Background: At the March 17, 2021 Lakes Advisory Board meeting, the Board discussed the actions that the City could take to address lakefront property owners who have over-harvested the aquatic vegetation along their shoreline. At two previous meetings during the public period, the Board received complaints from a citizen regarding "ongoing and chronic violations of the City's Shoreline Vegetation" code as it relates to vegetation removal along lakefront property. The LAB has proposed to send a letter to lakefront property owners to provide information regarding lakefront clearing and replanting. In 2018, staff sent letters to all lakefront property owners to educate them on shoreline vegetation removal and plantings. Staff drafted an informational letter, similar to the one sent in 2018, that was approval by the Board. Homeowners are allowed to clear up to 50 feet or 50% of their shoreline as well as perform shoreline maintenance as outlined below within the current regulations as is stated in Sec. 8-14 (b)(1): (1) No permit shall be required for the following: 1. Any person clearing less than fifty (50) feet or fifty (50) percent of the shoreline frontage, whichever is less. 2. Any person clearing vegetation within the physical footprint of a dock, gazebo, or boathouse approved for construction by the city. 3. Lawn mowing, trimming of landscape, and other lawn maintenance activities which do not result in the clearing of vegetation below the normal high water elevation. 4. The repair or maintenance of an existing stormwater or drainage control system. 5. Routine shoreline maintenance. A "Shoreline Alteration Permit Application" is required to clear more than the allowed access corridor. The application must be accompanied by a plan indicating the removal of any exotic or invasive plant species and re-planting the shoreline with native species that will benefit the lake. During the March 17, 2021 LAB meeting, the board voted to request that City Council direct City staff to send the proposed letter to all lakefront property owners. The Lakes Advisory Board Vice Chair, Amy Kirvan, will present the recommendation to City Council.		
Fiscal Impact: N/A		

Exhibits:

1. Shoreline Letter To Residents

Commission/Board: City Council**Contact Person:** Kimberley Tracy, Public Works Director 407-539-216

Reviewed by City Attorney

N/A

MEETING DATE		AGENDA
May 24, 2021		Section: Decisions
Department/Office : Public Works	AGENDA REPORT	Item #: 2.

Subject:

Northeast Neighborhoods Speed and Cut-Through Traffic Analysis

Requested Action or Motion:

Move to accept the Northeast Neighborhoods Speed and Cut-Through Traffic Analysis and direct staff to perform outreach to determine the extent of support for a traffic calming effort.

Summary Explanation & Background:

After receiving complaints on speeding and cut-through traffic from the Northeast Neighborhoods (Dommerich Estates, Dommerich Hills, and surrounding subdivisions), City staff engaged one of our continuing engineering consultants, Neel-Schaffer, Inc., to perform a traffic analysis of the area.

The study area included the area east of Lake Minnehaha, north of Horatio Avenue, west of Temple Trail and south of the Seminole County line. The first portion of the study addressed the issue of speeding in the study area. Three main sources of data were reviewed. These include traffic counts from 2018, speed and volume study performed in 2019, and speed sign studies performed in 2020-2021.

The second portion of the study addressed the issue of cut through traffic. To address this, information was gathered to determine origin and destination of traffic in the neighborhood. StreetLight Data is a mobility analytics provider that processes trillions of geospatial data points to measure how pedestrians, bicycles, and vehicles interact. StreetLight Data offers an interactive transportation analytics platform for quickly visualizing and downloading mobility data in the US and Canada in order to understand travel behavior. Information like trip origins, destinations, routes, travel times, speeds, distances, Annual Average Daily Traffic (AADT), and trip purpose is provided within the platform. With this tool, virtual detector zones were established for this study to record the number of trips crossing certain locations, and the origins/destinations of trips through those locations. StreetLight Data does this by aggregating travel throughout the network using “pings” from smartphone data and reporting aggregate trip records based on the characteristics of the travel path and starting/stopping points. The results of this analysis are provided in the report.

The traffic analysis found that based on the data available, there is not a significant systematic or significant speeding or cut-through problem within the study area. Based on these findings, the recommendations from the report are as follows:

- No changes to the posted speed should be made at this time.
- The City should continue collecting annual traffic count data and add traffic count stations in the vicinity of Kewanee Trail at Saginaw Trail and Tuscarora Trail at Thunder Trail.
- Speeds should continue to be monitored as part of the annual traffic count program.

- The City should perform outreach to determine the extent of support for a traffic calming effort in order to understand the scope of the problem as perceived by the community.

Although the study recommends that the City should not make any changes to the posted speeds at this time, it should be noted that this is based on no changes to the current physical conditions of the roadways. Should the City find that traffic calming measures would be supported by the neighborhood(s) and pursue the installation of traffic calming, the reduction to the posted limit would most likely be warranted on the streets where the measures are installed.

The Traffic Advisory Board voted at their meeting on April 8, 2021 to recommend City Council accept the Northeast Neighborhoods Speed and Cut-Through Traffic Analysis and forward the report, along with a letter from Board Member Ian Lockwood, to City Council.

Staff recommends the City Council move to accept the Northeast Neighborhoods Speed and Cut-Through Traffic Analysis and direct staff to perform outreach to determine the extent of support for traffic calming in the area.

Fiscal Impact:

TBD

Exhibits:

1. FINAL DRAFT NE neighborhoods traffic 2021-03-23 (002)
2. TAB Meeting #1 April 8 2021

Commission/Board: City Council

Contact Person: Kimberley Tracy, Public Works Director 407-539-216

Reviewed by City Attorney

Yes