



**City Council
August 9, 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 - Dale McDonald
- III. Pledge of Allegiance
- IV. Public Hearing - None
- V. Old Business
- VI. Consent Agenda
 1. Approve the City Council meeting minutes of July 26, 2021
 2. Approve the City Council Budget Workshop Minutes of July 19, 2021
 3. Approval of Design Contract for the Westside Trails Project
 4. Approval of Contract for Improvements to Hill Recreation Center Park
 5. 2021 Department of Justice JAGC Grant (2021-JAGC-ORAN-8-3B-022)
- VII. Public Period
- VIII. Decisions
 1. Appointment - Community Redevelopment Agency Advisory Board (1)
 2. Northeast Neighborhoods Speed and Cut-Through Traffic Analysis
- IX. Discussion
- X. City Manager's Report/City Attorney/Council Reports
- XI. 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
August 9, 2021		Section: Consent Agenda
Department/Office : Administration	AGENDA REPORT	Item #: 1.
Subject: Approve the City Council meeting minutes of July 26, 2021		
Requested Action or Motion:		
Summary Explanation & Background:		
Fiscal Impact:		
Exhibits: 1. CC Meeting 72621		
Commission/Board: City Council		
Contact Person: Kathy Sotero, Deputy City Clerk 407-539-2307		
Reviewed by City Attorney		

MEETING DATE		AGENDA
August 9, 2021		Section: Consent Agenda
Department/Office : Administration	AGENDA REPORT	Item #: 2.
Subject: Approve the City Council Budget Workshop Minutes of July 19, 2021		
Requested Action or Motion: Move to approve the City Council Budget Workshop Minutes of July 19, 2021.		
Summary Explanation & Background:		
Fiscal Impact: N/A		
Exhibits: 1. City Council Budget Workshop Minutes of July 19, 2021		
Commission/Board: City Council		
Contact Person: Yahaira Cordero, Administrative Assistant 407-539-6222		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
August 9, 2021		Section: Consent Agenda
Department/Office : Parks & Recreation	AGENDA REPORT	Item #: 3.
Subject: Approval of Design Contract for the Westside Trails Project		
Requested Action or Motion: Move to approve a contract with CPH Inc. for \$69,310 for design and engineering services of the Westside Trails Project.		
Summary Explanation & Background: The Westside Trails Design and Engineering project was approved to be funded from the Parks Trust Fund (Fund 65) in the FY20 CIP. Preliminary survey and engineering work for this project is now complete and it is ready to enter in to the full design phase. A fee of \$69,310 for design services has been negotiated with CPH Inc. who is one of the City's pre-approved continuing civil engineering consultants. Staff is recommending approval of this contract and commencement of this project, the construction of which will be reimbursed by a \$340,000 grant from the Florida Department of Environmental Protection.		
Fiscal Impact: \$69,310 from Fund 65 (Parks Trust Fund)		
Exhibits: 1. Westside Trails Design Scope of Work 7-19-21		
Commission/Board: City Council		
Contact Person: Jay Conn, Parks & Recreation Director 407-539-6264		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
August 9, 2021		Section: Consent Agenda
Department/Office : Parks & Recreation	AGENDA REPORT	Item #: 4.
Subject: Approval of Contract for Improvements to Hill Recreation Center Park		
Requested Action or Motion: Approve the purchase and installation of improvements to Hill Recreation Center Park with Rep Services, Inc. in the amount of \$109,463.		
Summary Explanation & Background: The City has realized a moderate amount of savings from several projects and unused salaries during FY22 making it possible to fund some smaller projects. One such project that is a good candidate to fit within the available funding are the planned improvements to Hill Recreation Center Park which were specified as part of the Parks and Recreation Master Plan. Improvements are envisioned to include adding a small playground, a swingset, a single picnic shelter, a water fountain, a new entry sign and new landscaping. A contract for the majority of this work has been obtained from Rep Services, Inc. of Longwood for \$109,463 (a small portion of the remaining work will be completed by in-house staff). This purchase can take advantage of utilizing a piggy-back contract from Clay County, Fl, #18/19 - 2. Staff recommends approving this purchase and moving forward with the planned improvements for Hill Recreation Center Park.		
Fiscal Impact: \$109,463 from the general fund		
Exhibits: 1. Hill Rec. Proposal 2. concept		
Commission/Board: City Council		
Contact Person: Jay Conn, Parks & Recreation Director 407-539-6264		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
August 9, 2021		Section: Consent Agenda
Department/Office : Police Department	AGENDA REPORT	Item #: 5.
Subject: 2021 Department of Justice JAGC Grant (2021-JAGC-ORAN-8-3B-022)		
Requested Action or Motion: Move to approve Police Department application of 2021 US Department of Justice JAGC grant in the amount of \$10,000, and the appropriation of Department funds in the amount of \$1,460, and approve the purchase associated with this request.		
Summary Explanation & Background: The Edward Byrne Memorial Justice Assistance Grant (JAG) is a national, formula-based, block-grant program administered by the U.S. Department of Justice (DOJ), Office of Justice Programs (OJP) with the goal of improving the criminal justice system. The JAG program provides funds to local and tribal units of government as well as state criminal justice agencies, to enhance initiatives in their jurisdiction. The Maitland Police Department received notification of an available JAGC grant to Orange County, Florida agencies, with \$10,000 allotted to the Department for the purchase of equipment to further the law enforcement needs of the agency. In an effort to help reduce patterns of excessive speed and unsafe driving within the City of Maitland, and to collect necessary quantitative data to provide an accurate depiction of motorist's trends and behaviors, the Maitland Police Department requested the available grant funds be titled as MPD Speed Measurement, with the funds used to purchase four (4) modular battery powered stationary radar signs, which can be deployed on any speed limit sign in the City of Maitland. The purchase of the signs will allow our Department to provide our traffic engineers, command staff, residents and business owners with appropriate resource allocation (i.e. police officer staffing) to address identifiable issues of unsafe driving patterns. Staff is recommending approval of the 2021 JAGC grant in the amount of \$10,000, and the appropriation of Department funds (Small Equipment 2011-5224) in the amount of \$1,460 and approve the purchases as outlined above.		
Fiscal Impact: Grant provides law enforcement with \$10,000 Department of Justice JAGC Grant Funding to be used for the purchase of stationary speed signs.		
Exhibits: 1. RADARSIGN Quote 2. Application for funding assistance		
Commission/Board: City Council		

Contact Person: Kathy Sotero, Deputy City Clerk 407-539-2307
Reviewed by City Attorney N/A

MEETING DATE		AGENDA
August 9, 2021		Section: Decisions
Department/Office : Administration	AGENDA REPORT	Item #: 1.
Subject: Appointment - Community Redevelopment Agency Advisory Board (1)		
Requested Action or Motion: Council Decision.		
Summary Explanation & Background: On March 9, 2015, the City Council and the Community Redevelopment Agency adopted Resolution No. 5-2015 amending the composition of the Community Redevelopment Agency Advisory Board (CRAAB). The CRAAB is to be comprised of two members appointed by Orange County and <u>one member</u> appointed by the City Council. The term of Bill Randolph expired in May 2021. Due to consecutive term limits, Mr. Randolph is not eligible for reappointment. Currently, we have one application on file from Grey S. Binford. A copy of her appointment information form is attached for your review and information. The Council is requested to appoint Mrs. Binford effective May 13, 2021, for a three year term.		
Fiscal Impact: N/A		
Exhibits: 1. Binford - CRAAB		
Commission/Board: City Council		
Contact Person: Maria Waldrop, City Clerk 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
August 9, 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 approve the 4 phase approach to addressing speed in the northeast section of the city and approve a budget transfer of \$34,500 from the City Manager's Contingency Fund for radar sign purchases and authorize the city Manager to execute a contract with Toole Design.		
Summary Explanation & Background: On May 24, 2021, staff presented the Northeast Neighborhoods Speed and Cut-Through Analysis report prepared by Neel-Schaffer, Inc. 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 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 presented were: • 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. Following the City Council discussion, there was consent that although there was technically not a speeding issue there was an issue with speed of vehicles as it relates to the comfort of other users of the roadway including pedestrians and bicycles. Based upon this agreement, the City Council directed staff to take a phased approach to address the concerns of the residents. Based on the direction given, staff has developed a phased plan that includes both short term and long term solutions, specifically: 1. Installation of radar speed limit signs at entrances to the neighborhood, 2. Public education and outreach, 3. Enhanced enforcement, and 4. Installation of traffic calming measures. Phase 1: Short Term Solutions 1. Install flashing radar speed limit signs on the entrance roads of the study area. These include a. Dommerich Drive b. Thistle Lane (North and South) c. Mohican Trail (after construction of the waterline and sidewalks)		

- d. Tuscarora Trail (after construction of Dommerich Hills Sewer system)
- e. Kewanee Trail (after construction of Dommerich Hills Sewer system)
- f. Seneca Trail
- g. Temple Trail

These signs are intended to notify the traveling public of their current speed and the posted speed limit. The location of the signs were determined based upon two criteria:

- a. Streets entering the city from outside the city limits or;
- b. Streets where motorists are traveling from a higher speed to a lower speed road.

The intention is to raise awareness and remind drivers that they are entering a residential neighborhood and should lower their speed and be vigilant while traveling. The signs will also be equipped with software to allow speed data collection for the annual traffic count program.

During the next 4-5 years, the southern half of Dommerich Hills, including sections of Tuscarora Trail will be under construction with the new sewer line and lift station project. This will be an intrusive project requiring full road closures in each phase. Detours and heavy construction equipment will be present for the next several years. This will be an inconvenience for those living in and traveling through the area. A potential unintended consequence of this project will be that it will be likely to reduce speed and cut through traffic in the area. Due to the construction, it is not recommended to purchase and install the sign on Tuscarora Trail until, at the soonest, the completion of Phase 1. A map of the proposed sewer phasing plan is attached.

Additionally, over the next 18 months, Mohican Trail between Thistle Lane and Deloraine Trail is scheduled for a water line replacement and sidewalk construction project. During this project, construction crews will be present and intermittent land closures will be required. Temporary detours may also occur with this project. As with the sewer project, it is not recommended to install this sign until after construction has been completed. In addition to the sidewalk and water line, the intersection of Deloraine and Mohican Trails is being redesigned to "tighten up" the intersection by reducing turning radii to make it more conducive to pedestrians and less comfortable for vehicles. As with the Dommerich Hills sewer project, this project will slow traffic and discourage any cut through traffic in the area. A map of the Mohican Project area is attached.

The costs of the radar signs are approximately \$4500 each. Staff is proposing the purchase of 5 signs as indicated above for a total of \$22,500.

In conjunction with the installation of the radar signs, the City will improve roadway and crosswalk striping throughout the study area to clearly delineate bikeways, travel lanes and crossing areas to raise driver awareness of others using the roadway. This project is funded within this year's budget and the vendor has been approved.

2. Education

Distribute education materials, both by social media, resident newsletter and by the Community Policing Unit. This will include information on the city's website; inclusion in community newsletters and contact with neighborhood groups to provide information on the importance of following traffic laws and implications of speeding and violating traffic control signage (i.e. stop signs).

3. Enforcement

Enhanced enforcement and community outreach by our Community Policing Unit will also be a part of the short term solution. The intent is to increase patrols in the area and engage motorists in violation of speed and traffic control devices. The initial phase would be providing educational materials on safe speeds in the neighborhood, followed by issuing warnings, then by ticketing for violations.

Phase 2: Long Term Solutions

1. Traffic Calming

Staff requested a proposal from Ian Lockwood of Toole Design for a proposal to initiate an evaluation for the design of traffic calming measures. Mr. Lockwood is one of the foremost authorities on traffic calming in the nation.

Step 1 of the process is to set up a Traffic Calming Advisory Committee to act as advisors to Mr. Lockwood and staff as ideas are developed. Based upon the direction received, Mr. Lockwood and Toole Design will create a staged plan of physical, operational, and potentially policy changes that will positively evolve the expectations and behaviors of motorists; reduce motorists' speeds; increase the comfort, safety, and quality of life of vulnerable street users (e.g., mobile users such as pedestrians, cyclists, school bus users, and static users such as residents and institutions); and reduce the negative effects of motor vehicle use in the community (i.e., noise, intrusion, etc.).

Step 2 is to refine the ideas in Step 1 to develop a consensus on the plan. The plan will be developed to a concept level. Guidance will also be developed for future public participation for stages of the plan. Advancing parts of the plan towards implementation, such as construction drawings, would occur subsequently.

Because key roads in the study area will be under construction over the next 18 months, certain aspects of the process may need to be accelerated to reconstruct the roads with traffic calming measures consistent with the construction schedules on Mohican, Tuscarora, Kewanee, and Deloraine Trails.

The cost for Step 1 of the proposal is a fee not to exceed \$12,000. The Scope of Services from Mr. Lockwood of Toole Design and resume are attached.

Staff recommends City Council:

1. Approve the 4 phase approach to address the issue of speed in the study area;
2. Approve a budget transfer to purchase the radar speed limit signs;
3. Approve a budget transfer and Scope of Services for Toole Design to engage in the initial phases of a traffic calming design process.

Fiscal Impact:

\$34,500 is available in the City Manager Contingency Fund.

Exhibits:

1. Dommerich Speed limit radar signs

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| <ol style="list-style-type: none">2. Dommerich Hills Improvements Map 3-18-19b3. Mohican Trail Waterline Replacement4. Toole -Traffic Calming Services Task 1 (002)5. Ian Lockwood Resume |
| Commission/Board: City Council |
| Contact Person: Kimberley Tracy, Public Works Director 407-539-216 |
| Reviewed by City Attorney
N/A |